



THE COTTON CORPORATION OF INDIA LTD.

(A Government of India Undertaking , Ministry of Textiles)

**BRANCH OFFICE: MAHABUBNAGAR Industrial Estate, Mettugadda,
Mahabubnagar - 509 001.**

Phone Number :08542-222213/222212/222210, Fax Number:08542-222211

E-Mail: mahabubnagar@cotcorp.com

Website: www.cotcorp.gov.in

Ministry web: www.texmin.nic.in

Ref: CCI/MBNR/Admin/Printing/2020-21/

Date: 16.09.2020

**TENDER FOR SUPPLY OF PRINTING ITEMS FOR THE COTTON
SEASON 2020-21**

The Cotton Corporation of India Ltd., Mahabubnagar invites sealed tenders from various reputed parties for Supply of various Printing items required for Branch Office, Mahabubnagar. Interested parties may collect Tender forms from the office address mentioned above on any working day upto 12.00 pm on 28.09.2020 or can be downloaded from CCI's website www.cotcorp.org.in and Government portal www.eprocure.gov.in. Sealed Tenders in prescribed form clearly super scribing "**TENDER FOR SUPPLY OF PRINTING ITEMS 2020-21**" with addressed to The Branch Manager, The CCI Ltd, Mahabubnagar and should be dropped in the Tender box kept at our office on or **before 28.09.2020 upto 03.00 pm** and the tender will be opened on the same day **at 03.30 pm** in presence of the Tenderers who wish to remain present.

Tenderers have to submit an EMD of Rs.10,000/- (Rupees Ten Thousand only) by way of Demand Draft/Pay Order/Bankers Cheque of any nationalized bank / scheduled commercial banks drawn in favour of "**The Cotton Corporation of India Ltd.**" payable at "**Mahabubnagar**" along with technical bid or can be done e-payment through RTGS/NEFT by any nationalized bank / scheduled commercial banks. The firms which come under MSE and are registered with MSE authorities are exempted from EMD on production of valid MSE (Micro & Small Enterprises) certificate along with Technical bid. No interest will be paid on EMD and EMD will be refunded after satisfactory supply of the items. The Corporation reserves its right to accept or reject partially or fully or any or all the tenders. However, tenderers may seek reason for rejection, from the Corporation.

Branch Manager

The Cotton Corporation of India Ltd., Branch Office, Mahabubnagar

TENDER FOR SUPPLY OF PRINTING ITEMS FOR THE COTTON SEASON 2020-21

BID – I (TECHNICAL BID)

1.	Name and Address of the Supplier / Firm	
2.	Name of the Proprietor / Partner or Authorized person and in which capacity they signing in tender, with Authority letter, if applicable	
3.	Contact No. (Telephone / Mobile no.) and Email id	
4.	Date of Establishment of the Firm	
5.	PAN No. (copy to be enclosed with technical bid)	
6.	GST No. (copy to be enclosed with technical bid)	
7.	Whether the firm registered with MSE authorities (Yes / No), if yes please attach copy of MSME certificate with technical bid	
8.	Earnest Money Deposit (EMD) of Rs.10,000/- enclosed with technical bid (If a firm registered with MSE authorities and having a valid MSME certificate, they may be exempted from paying EMD)	DD/PO/Bankers Cheque No: _____ Dated: _____ Rs. _____ If done through e-payment (NEFT / RTGS), please mention UTR No. _____ Dated _____ <u>Bank Account details of the Corporation:</u> The Cotton Corporation of India Ltd., A/c. No: 51920200000086 IFSC Code: BARB0MAHABU Bank of Baroda, Mahabubnagar Branch.
9.	Please furnish year of	

	experience and which organizations you have supplied (Central/State Govt. Organizations/ PSU/Govt. Autonomous Bodies)	
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Signature of the Tenderer:

Name of the Tenderer:

Address Seal of the firm:

Telephone / Mobile No:

Date:

Place:

The Cotton Corporation of India Ltd, Branch Office, Mahabubnagar

**TENDER FOR SUPPLY OF PRINTING ITEMS FOR THE COTTON
SEASON 2020-21**

TERMS & CONDITIONS

1. Tenders should be submitted in the prescribed format in form of “Bid-I and Bid-II”. The service provider should submit these two bids in separate sealed envelopes duly marked as “Bid-I (Technical) and Bid-II (Financial)”, then place the two sealed envelopes into one envelop duly sealed and super scribed as “TENDER FOR SUPPLY OF PRINTING ITEMS FOR THE COTTON SEASON 2020-21”. Each envelope should contain the name and address of the vendor.
2. Tender form in prescribed format should be submitted in sealed cover addressed to THE BRANCH MANAGER, THE CCI LTD., Mahabubnagar duly inscribed as “TENDER FOR SUPPLY OF PRINTING ITEMS FOR THE COTTON SEASON 2020-21”, to reach this office on or before 03.00 p.m. on 28.09.2020 and the tender shall be opened at 03.30 p.m. on the same day in presence of Tenderers or their representative who wish to remain present.
3. Rates should be inclusive of all levies and handling / transportation charges for delivery at our Office excluding GST only. Supply should be made as per specifications within stipulated time. The rates should be valid for supply of items upto One year from date of its finalization. Under no circumstance the rate will be enhanced.
4. Any amendments/over writing in rates, if any in the Tender should be duly countersigned by the Tenderer otherwise such tenders are liable to be rejected. Tenderer must be signed in all the pages of the tender document along with their stamp.
5. Each Tender should be accompanied by a Demand Draft for Rs.10,000/- (RUPEES TEN THOUSAND ONLY) as Earnest Money Deposit (EMD) for printing items by way of D.D/PAY ORDER/ E-PAYMENT (RTGS / NEFT only) of any nationalized bank in favour of THE COTTON CORPORATION OF INDIA LTD, PAYABLE AT MAHABUBNAGAR. Tender without E.M.D will not be considered. The EMD of qualified party will be retained as security deposit and it shall be refunded without interest after completion of supply of the items as per work order. The EMD of the unsuccessful tenderers shall be refunded after finalization of the tender.
6. The firms which come under MSE and are registered with MSE authorities are exempted from EMD on production of valid MSE (Micro & Small Enterprises) certificate along with Technical bid.
7. L-1 rates will be decided Item-wise.
8. In case the quality of printing items are not found in accordance with the specifications or the sample, the Corporation has liberty to reject such items and supplier is liable to make good the losses occurred, if any.

9. If the party is not able to supply the required Printing items within the prescribed time, Corporation has liberty to fulfill its requirement from other supplier and the losses occurred if any shall be recovered from the party.
10. The Corporation reserves its right to increase / decrease the quantity of printed items to be supplied by the successful bidder without assigning any reason thereof. The quantity mentioned in the tender is subject to change as per the requirement of the Corporation.
11. If the quality of the Printing Item is not as per the specification and looking to the urgency, Corporation has liberty to accept the printing, but appropriate deduction will be made from tender rate.
12. The work order awarded party should get appropriate approval from the authorized official of The CCI Ltd BO Mahabubnagar for proof of printing items within a week from the date of work order. The supply of printed items should be completed within prescribed time to be given by the Corporation. The Corporation reserves its right to cancel the work order, if the party failure to seek approval for printing proof from concerned authority.
13. Before commencement of printing, the supplier has to show the sample to the concerned authority for necessary proof reading and endorsement.
14. The items which require book binding have to be bind with thick cardboard skinned with plain paper on both sides. The sample of the same would have to be got approved from the authority before making / supply of such items.
15. It will be mandatory to print the Right to Information (including all pages) with monogram on all printing items.
16. Printing has to be done with good quality in bilingual language (Hindi & English) as per the size mentioned in the tender and as per the requirement of the Corporation.
17. The payment of bills shall be made after supply of the printed items satisfactorily and within fifteen days from the date of receipt of the bills in the Branch Office, Mahabubnagar after deduction of TDS (if applicable).
18. PAN Number / GST Registration Number (if registered) should also be mentioned in the Tender form and also a copy of both PAN & GST should be submitted along with technical bid.
19. Once the tender is accepted, tenderer has to abide by all the terms & conditions and specification of printing quality and printing material standard.
20. In case of any violation found in terms & conditions even after tender is accepted, the EMD deposited by the party shall be forfeited.
21. The tenderers own terms and conditions will not be accepted.
22. The Corporation reserves its right to accept or reject partially or fully or any or all the tenders. However, tenderers may seek reason for rejection, from the Corporation.
23. In case of any dispute, the decision of the Corporation will be final and binding.

DECLARATION

- A. We confirm having read and understood all the terms and condition of this tender notice and here by undertake unconditionally to abide by them all for fullest compliance thereof failing which the Corporation reserves its right to forfeit the EMD of Rs.10000/- and at the same time would recover from me any extent of loss sustained during such course.
- B. We confirm that all the Items to be delivered will be as per the Technical Specifications / Branded Items specified in the tender form, failure to which the Corporation also reserves its right to reject the Work Order.
- C. The decision of the Corporation will be treated as final & accepted regarding any dispute whatsoever pertaining to the tender.

Authorized Signature: _____

Name of The Printer: _____

Address of the Printer with Seal: _____

Place: _____

Date: _____



भारतीय कपस निगम लिमिटेड: शाखा कार्यालय : महबुबनगर
THE COTTON CORPORATION OF INDIA LTD.
(A Government of India Undertaking)
BRANCH OFFICE: District Industrial centre, Industrial Estate,
Mettugadda, Mahabubnagar-509001 Ph: 08542 – 222210,222212,222213.
E-Mail: mahabubnagar@cotcorp.com Website: www.cotcorp.gov.in..
Ministryweb: www.texmin.nic.in

FINANCIAL BID-II
TENDER FOR PRINTING ITEMS

Sl. No.	Name of the item	Pad / Register	Size & Specification	Approximate Requirement (In no's)	Rate per Each Item in Rs (Inclusive of all taxes, except GST)
1.	Kapas Log Book/Appival	Register	200 page Full scape Ruled Register, Good quality white paper, Rexine binding with Patti, Corner & Aster and Imitation paper, 70 GSM / Horizontal type	150	
2.	Kapas Inward	Register	200 page Full scape Ruled Register, Good quality white paper, Rexine binding with Patti, Corner & Aster and Imitation paper, 70 GSM / Horizontal type	150	
3.	Insurance	Register	200 page Full scape Ruled Register, Good quality white paper, Rexine binding with Patti, Corner & Aster and Imitation paper, 70 GSM / vertical type	100	
4.	Daily Purchase Report	Pad	100 sheets each pad with Good quality white paper, A4 size, 70 GSM / Vertical type	50	
5.	T.O.T	Register	100 sheets each pad with Good quality white paper, B-5 size, 70 GSM / Vertical type	50	
6.	Stock	Register	200 page A3 size Ruled Register, Good quality white paper, Rexine binding with Patti, Corner & Aster and Imitation paper, A3 size, 70 GSM / vertical type	100	

7.	Date Wise Cotton Seed Sale	Register	200 page A3 size Ruled Register, Good quality white paper, Rexine binding with Patti, Corner & Aster and Imitation paper, 70 GSM / vertical type	50	
8.	Daily Processing Returns	Pad	100 sheets each pad with Good quality white paper, A4 size, 70 GSM / Vertical type	100	
9.	F.P Bales Grey Cloth Lables	Pieces	Good quality bukram cloth size 8x12	7,00,000	
10.	F.P Bales Weight List	Pad	As per sample with bilingual	100	
11.	F.P Bales Transfer Slip	Pad	100 sheets each pad with Good quality white paper, A4 size, 70 GSM / vertical type	100	
12.	F.P Bales Invoice	Pad	100 sheets each pad with Good quality white paper, A4 size, 70 GSM / vertical type	100	
13.	Gate Pass	Book	100 sets (300 sheets) with book binding A5 size, 1+3 (white / blue / pink) with numbering / Horizontal type	100	
14.	F.P Bales/Cotton Seed Outward	Register	200 page Full scape Ruled Register, Good quality white paper, Rexine binding with Patti, Corner & Aster and Imitation paper, 70 GSM / Horizontal type	100	
15.	Cotton Seed Readiness Intimation	Pad	100 sheets each pad with Good quality white paper, A5 size, 70 GSM / Vertical type	50	
16.	Cotton Seed Invoice	Register	100 sheets each pad with Good quality white paper, A4 size, 70 GSM / Vertical type	100	
17.	Heap Results	Pad	100 sheets each pad with Good quality white paper, A3 size, 70 GSM / Horizontal type	50	
18.	Cotton Seed Weekly Position	Pad	100 sheets each pad with Good quality white paper, A5 size, 70 GSM / vertical type	50	
19.	Sample Slip	Pad	12x16cm; pink colour; 100 pages/pad	50	
20.	Visit Book	Pad	100 sets (300 sheets) with Good Quality white paper, A4 size, 1+2 70 GSM (white / blue / yellow) with numbering / Vertical type	50	

21.	F.P Bales Moisture	Register	200 page Full scape Ruled Register, Good quality white paper, Rexine binding with Patti, Corner & Aster and Imitation paper, 70 GSM / vertical type	100	
22.	Godown Storage Return	Pad	100 sheets each pad with Good quality white paper, A4 size, 70 GSM/ vertical type	150	
23.	Weekly Insurance Position	Pad	100 sheets each pad with Good quality white paper, A5 size, 70 GSM / vertical type	50	
24.	Godown Inward	Register	200 page Full scape Ruled Register, Good quality white paper, Rexine binding with Patti, Corner & Aster and Imitation paper, 70 GSM / Horizontal type	150	
25.	Godown Stock	Register	200 page Full scape Ruled Register, Good quality white paper, Rexine binding with Patti, Corner & Aster and Imitation paper, 70 GSM / vertical type	150	
26.	Godown Delivery And Outward	Register	200 page Full scape Ruled Register, Good quality white paper, Rexine binding with Patti, Corner & Aster and Imitation paper, 70 GSM / Horizontal type	150	
27.	Sample Drawing	Register	200 page Full scape Ruled Register, Good quality white paper, Rexine binding with Patti, Corner & Aster and Imitation paper, 70 GSM / Horizontal type	150	
28.	F.B Bales Delivery Challan	Book	As per sample with bilingual	100	
29.	Imprest Voucher	Pad	As per sample with bilingual	50	
30.	IMPREST STATEMENT	Pad	As per sample with bilingual	50	
31.	Postage covers with Address print of CCI Mahabubnagar	Cover	11 x 5 inch white cover with printing of address of CCI Mahabubnagar, 100 GSM quality	5000	

32.	Cloth Covers (plain cover)	Cover	Legal size with good quality	1000	
33.	Cloth Covers (plain cover)	Cover	A3 size with good quality	500	
34.	Envelop Medium	Pieces	Good quality, White Paper 70 gsm, one side printing and Logo size 10x23cm,	200	
35.	Box File	Pieces	As per sample with bilingual	300	
36.	Tag files	Pieces	As per sample with bilingual	300	
37.	Grievance	Register	As per sample with bilingual	50	
38.	Approval noting Pad (light green colour 200 leaves each)	Pad	21x34 cm Bilarpur Ledger paper 100 sheets per pad	50	
39.	Cotton seed sale contract (1+4, 50 sets each book , 1st page white (thick) , 2nd page rose, 3rd yellow, 4th green, 5th sky blue, serial number, binding with perforation for the first four leaved in each set)	. Pad	100 sheets each pad with Good quality white paper, A4 size, 70 GSM / Vertical type	500	
40.	Medical reimbursement form with bilingual	Pad	200 leaves each pad	20	
41.	Inward register for Grey cloth, Lint boras, twines, Tarpaulins	Register	As per sample with bilingual	30	
42.	Casual Leave Availing	Pad	As per sample with bilingual	05	

43.	Check List of the review of godown 100 leaves	Pad	As per sample with bilingual	100	
44.	F.P Bales sales register (200 pages each)	Register	25x38cm (20x30/4); yellow colour Balharpur Ledger paper 10.4 kg; 200 pages (50 sheets of 50 x 38 cm) per register; each register to numbered from 1 to 100. Numbered pages not to be pasted on card board cover.	20	
45.	Centre wise / variety wise stock (200 pages)	Register	21x34 cm bilarpur lager paper 200 pages(50 sheets of 42x34 cm) per Register Each Register to be numbered from 1 to 100 numbered pages not be pasted on card board	20	
46.	Sample Testing Register 200 pages with bound register	Register	100 sheets each pad with Good quality white paper,A4 size, 70 GSM / vertical type	20	
47.	Insurance	Register	200 page Full scape Ruled Register, Good quality white paper, Rexine binding with Patti, Corner & Aster and Imitation paper, 70 GSM / vertical type	100	
48.	Transit insurance declaration(HO) (200 leaves 8.0 kg)	Pad	As per sample with bilingual	100	
49.	E.L Form Pads(Each pad 100 Leaves)	Pad	As per sample with bilingual	03	
50.	H.Q. Leaving Application	Pad	As per sample with bilingual	03	
51.	F B Bales Press Weight	Register	As per sample with bilingual	200	
52.	A4 Size Bundles	Register	As per sample with bilingual	200	
53.	Letter Head CCI	Register	As per sample with bilingual	20	
54.	Multi colour Flex Banner	Banner	Size 8 * 4 Sq. Ft.	100	

55.	Multi colour Flex Banner	Banner	Size 6 * 4 Sq. Ft.	100	
56.	Multi colour Flex Banner	Banner	Size 5 * 4 Sq. Ft.	50	
57.	Multi colour Flex Banner	Banner	Size 5 * 3 Sq. Ft.	50	

The Terms and conditions are accepted as per Technical Bid-I and abide by us.

Authorized Signature: _____

Name of The Printer: _____

Address of the Printer with Seal: _____

Place: _____

Date: _____