भारतीय कपास निगम लिमिटेड, नवी मुंबई.

(भारत सरकार का उपक्रम)

कपास भवन, प्लॉट नंबर 3/ए, सेक्टर नं.10, सीबीडी बेलापूर,

नवी मुबई-400614, टेलि. नं 27579217,फैक्स नं.27579219.

.Web site: http://www.cotcorp.org.in http://www.ministryoftextiles.gov.in

E-mail: headoffice@cotcorp.com CIN:U51490MH1971GOI014733

भाकनि/प्रशा/प्रिंटिंग टेंडर/2019-20 दि. 04.10.2019

निविदा सूचना

भारतीय कपास निगम लिमिटेड, कपास भवन, प्लॉट नंबर 3/ए, सेक्टर -10,सीबीडी बेलापूर, नवी मंबई-400 614 दो बिड यानि टेक्नीकल बिड-I व वित्तीय बीड-II अलग अलग कवर में राजभाषा रश्मि अप्रैल 2019 से मार्च 2020 तक (छ: माह हिंदी मैगजीन) की 500 प्रतियों की छपाई के लिए प्रसिध्द एवं अनुभवी फर्मस से निर्धारित फॉर्म में मोहरबंद निविदाएँ आमंत्रित करता है ।

क्र. सं.	कार्य का स्वरूप	मात्रा	ईएमडी (रू.)	कथित कार्य पूरा करने की समयावधि
1.	राजभाषा रश्मि (छ: माह हिंदी मैगजीन) अप्रैल 2019 से मार्च 2020 अवधि के लिए 4+52 पृष्ठों का प्रिंटिंग कार्य...	500 कॉपी (प्रत्येक छ: माह)	रू.5,000/- (पांच हजार रूपये केवल)	कार्य अनुमोदन से 7 दिनों में पूर्ण किया जायेगा एवं सुपुर्दगी दी जायेगी...

1. निविदा फॉर्म कपास भवन में उपर्युक्त पते पर दिनांक 18.10.2019 तक किसी भी कार्य दिवस में प्रात: 11.00 बजे से सायं 5.00 बजे तक उपलब्ध है ।
2. टेंडर दस्तावेज निगम के वेबसाईट यानि www.cotcorp.org .in अथवा सरकारी टेंडर पोर्टल www.eprocure.gov.in से डाऊन लोड कर सकते है ।
3. टेंडरकर्ता भारतीय कपास निगम लिमिटेड के पक्ष में किसी भी शिडूल बैंक पर मुंबई/नवी मुबई में भुग्तान योग्य डीडी/पीओ के रूप में 5000/- रू की जमा राशि निविदा की टेक्नीकल बीड-I के साथ संलग्न करें । जमा राशि के बगैर निविदाए रद्द की जायेगी ।
4. मोहरबंद निविदाएँ भारतीय कपास निगम, 4थी मंजिल पर स्थित टेंडर बॉक्स में प्रस्तुत करने की अंतिम तारीख 21.10.2019 अप 3.00 बजे तक है ।
5. टेक्नीकल बिड -I और वित्तीय बिड -II उसी दिन यानि 21.10.2019 को अप 3.30 बजे टेंडर, टेंडरकर्ता जो उपस्थित रहना चाहते है, के समक्ष खोली जायेगी ।
6. टेंडरकर्ता अपना मोहरबंद टेंडर भारतीय कपास निगम लिमिटेड, कपास भवन, प्लॉट नंबर 3/ए, सेक्टर -10, सीबीडी बेलापूर, नवी मुंबई-400 614 के 4 थी मंजिल पर स्थित टेंडर बॉक्स में निम्नानुसार प्रस्तुत कर सकते है ।

लिफाफा क : टेक्नीकल बिड- । में ईएमडी राशि तथा तकनिकी पात्रता के विवरण शामिल होनी चाहिए ।

लिफाफा ख : वित्तीय बिड -II में केवल प्राईज बिड शामिल की जाये ।

लिफाफा ग : लिफाफा "ग" में लिफाफा "क" तथा लिफाफा "ख" रखा जायें ।

नोट : प्रत्येक लिफाफे पर टेंडरकर्ता अपना नाम तथा पता स्पष्ट रूप से लिखे। प्रत्येक लिफाफा "क", "ख" तथा "ग" पर उसमें दस्तावेज के अनुसार स्पष्ट रूप से लिखें । इस टेंडर दस्तावेज में कुल 10 पेज है ।

निगम किसी या सभी निविदा स्वीकार या अस्वीकार कार करने का अपना अधिकार सुरक्षित रखता है । तथापि निविदा कर्ता निगम से उनके टेंडर को अस्वीकार करने का कारण पूछ सकता है ।

महा प्रबंधक (क्रय/प्रशा)

संलग्न: टेंडर डाक्युमेंट

THE COTTON CORPORATION OF INDIA LTD.
(A Government of India Undertaking)
Kapas Bhavan, Plot-No. 3A, Sector 10, CBD Belapur,
Navi Mumbai- 400 614. Telephone No. 27579217,
Fax No. 27579219. CIN:U51490MH1971GOI014733
Web site: http://www.cotcorp.org.in http://www.ministryoftextiles.gov.in
E-mail: headoffice@cotcorp.com

CCI/ADM/PRINTING TENDER/2019-20 04.10.2019

TENDER NOTICE

Sealed Tenders in prescribed form, are invited from reputed & experienced firms for printing of 500 copies of Rajbhasha Rashmi for the period of April 2019 to March 2020. (Half yearly Hindi magazine) at The Cotton Corporation of India Ltd, Kapas Bhavan, Plot No.3A, sector-10, C.B.D. Belapur, Navi Mumbai –400 614 in two bid system i.e. Technical Bid-I and Financial Bid-II, sealed in two separate envelopes.

Sr. No.	Name of the work	Quantity	E.M.D. (Rs.)	Time of completion for the said work
1.	Printing of Rajbhasha Rashmi (Half yearly Hindi Magazine) 4+52 pages for the period of April 2019 to March 2020.	500 copies (each Half year)	Rs.5,000/- (Rupees Five Thousand only)	The work should be completed and delivered within 7 days from the date of final approval.

1. Blank tender forms for the said work are available at the above address at free of costs on working days from 11.00 a.m to 5.00 p.m up to 18.10.2019.
2. The tender documents can also be down loaded from the Corporation's web site i.e. www.cotcorp.org.in and govt. tender portal **www.eprocure.gov.in.**
3. **Earnest money deposit of Rs.5000/- (Rupees Five Thousand only)** in the form of Bank DD/Pay Order on any scheduled bank in favour of The Cotton Corporation of India Ltd., payable at Mumbai/Navi Mumbai must be enclosed alongwith Technical Bid-I of tenders. Tenders without EMD shall be rejected. **If the tenderer is registered under NSIC/MSEs Such tenderes shall be exempted for payment of earnest money deposit.**
4. Last date for submission of sealed tenders in tender box situated at 4th floor, Kapas Bhavan, Plot No. 3A, Sector-10, CBD, Belapur, Navi Mumbai - 400 614 is upto 3.00 p.m. on 21.10.2019.
5. Date of opening of Technical Bid –I/Financial Bid-II shall be opened at 3.30 p.m. on 21.10.2019, in presence of tenderer who wish to remain present.
6. Tenderer should submit their sealed tender in the tender box placed at 4th floor, The Cotton Corporation of India Ltd, Kapas Bhavan, Plot No.3A, sector-10, C.B.D. Belapur, Navi Mumbai–400 614 is as under:

   Envelope A : Technical bid-I shall include EMD amount and Technical Eligibility Criteria.

   Envelope B : Financial Bid-II shall include the price bid only.

   Envelope C : Envelope "C" should contain Envelope "A" & Envelope "B" .

Note: State clearly on each envelope the name and address of the tenderer. State clearly on each envelope 'A','B',&'C" as per their contents as above. This document consists of total 10 pages.

Corporation reserves its right to accept or reject any tender (s). However, tenderer may seek the reasons for rejection of their tender from the Corporation.

General Manager (PUR/ADM.)

Encl: Tender document

भारतीय कपास निगम लिमिटेड,
THE COTTON CORPORATION OF INDIA LTD.
कपास भवन, सी.बी.डी. बेलापूर,
KAPAS BHAVAN, CBD, BELAPUR,
नवी मुंबई - 400 614
NAVI MUMBAI – 400 614.

TENDER DOCUMENT FOR

Printing of 500 copies of Rajbhasha Rashmi
for the period of April 2019 to March 2020.
(Half yearly Hindi Magazine)

TECHNICAL BID-I

(Should be placed in envelope marked "A")

भा.क.नि.
CCI

THE COTTON CORPORATION OF INDIA LTD.,
KAPAS BHAVAN, CBD BELAPUR, NAVI MUMBAI – 400 614.

TENDER DOCUMENT FOR
Printing of 500 copies of Rajbhasha Rashmi Hindi Magazine
for the period of April 2019 to March 2020.
(Half yearly Hindi Magazine)

TECHNICAL BID-I
INDEX

Sr.No.	Particulars	Page No.
1.	Technical specifications	4
2.	Technical Eligibility criteria	5
3.	Terms and Conditions	6
4.	Submission of tender and Declaration	7
5.	Check list of documents enclosed	8

TECHNICAL BID –I

(should be enclosed with envelope marked " A ")

TECHNICAL SPECIFICATIONS ***:***

For printing of 500 copies of Rajbhasha Rashmi (Half yearly Hindi Magazine)

Sr.No.	Description	Details
1.	Paper size	A-4size 8.5" X 11.5"(close) 17"x11" (open)
2.	No .of copies	500 copies each half year
3.	No. of pages	4+52 pages
4.	Printing specification	Four colour Offset printing
5.	Paper specifications	a. Laminated cover page in 4 colours on 250 gsm Indian art card. b. Printing of colour photographs. c. Inner text printed in four colour on 100gsm Indian art paper.
6.	Printing Process	Designing, processing, plate making, printing in four colours, cover lamination, scanning of b/w & colour photos and Centre pinning binding.
7.	Completion	The work shall be completed & delivered within seven days from the date of final approval.

Date : **Seal and Signature of Tenderer**

Place :

TECHNICAL BID – I
(Should be placed in Envelope marked "A")

Technical Eligibility Criteria:

1. Name of the firm with address:	M/s. _____ Official Address: _____ _____ City:-_____PIN: - Tel.No. (O) _____ (R) _____ MobileNo. _____
2. Earnest Money Deposit Amount & their details: **Drawn on any scheduled bank**	Rs. 5000/- (Rupees Five Thousand only) Drawn on_____ Vide DD/PO No. dt. _____ In favour of The Cotton Corporation of India Ltd. Mumbai/Navi Mumbai is enclosed.
3. Registration with various Authorities and their Nos. *(Self attested Copies of the same shall be enclosed)*	A. PAN No._____ B. GST. No. _____
4. Experience Certificates **The agency should have carried out at least two similar type of works of official magazine during last two years.** *Please Note - Self attested copy of experience certificate issued by the organizations /firms for whom the agency have carried out the similar work, should be enclosed.* **Party should also enclose at least two copies of Hindi Magazines.**	1.Name and address of the Agency: _____ Nature of Work Execution:_____ Period From _____to _____ 2.Name and address of the Agency: _____ Nature of Work Execution:_____ Period From _____to _____

Date : **Seal and Signature of Tenderer**
Place:

THE COTTON CORPORATION OF INDIA LTD.
CBD Belapur, Navi Mumbai - 400 614.

TERMS AND CONDITIONS:

1. The offer shall remain valid for a period of 60 days from the last date of opening of tenders.
2. Evaluation of Technical Bid-I shall be as per technical elegibility criteria and Finacial Bids-II shall be opened of those tenderer who qualifies technically as per Technical Bid-I .
3. The work shall be given initially for a period of two **years viz. 2 issues and may be renewed at the discretion of the Corporation on the same terms, for maximum 1 renewals of 12 months.** If not renewed it shall automatically stand terminated at the end of one year. In case of renewal of contract, increase upto 10% in the rates may be considered by CCI at the time of each renewal looking to general increase in prices.
4. a) Earnest Money deposit amounting to **Rs. 5000/-** (Rupees Five Thousand only) in the form of Crossed Demand Draft/Pay Order drawn on any scheduled Banks in favour of "The Cotton Corporation of India Ltd." payable at Mumbai/Navi Mumbai must accompany the Technical Bid-I. The EMD of the unsuccessful bidders will be refunded without any interest.
   b) If the tenderer is registered under NSIC(The National Small Industries Corporation Ltd.)/MSEs (micro and small enterprises) or MSEs owned by SC/ST entrepreneurs should enclose self attested Copies of their registration along with the Technical Bid- I. Such tenderes shall be exempted for payment of earnest money deposit.
5. If the tenderer neglects or refuses for their rates quoted after submission of their tender to comply with the above conditions or any of them, the earnest money deposit already paid shall be forfeited. Further, if the sucessful tenderer refuse to supply or do not execute the printing order the earnest money deposited shall be forfeited and future business dealings shall be banned for 5 years.
6. The party who has been banned by CCI for future business dealings will not be entitled to participate in this tender.
7. As per the requirement of technical eligibility criteria the tenderer must enclose at least one **Hindi magazines** of different organizations. In case tenderer enclose the magazines other than Hindi magazine the same shall not be considered for technical eligibility.
8. Rates should be quoted inclusive of all taxes, transportation etc., delivery at Kapas Bhavan, 4th Floor, Plot no. 3A, Sector 10, CBD Belapur, Navi Mumbai 400614.
9. The tenderer should enclose self attested copies of their GST No. and PAN No.
10. The Financial Bid should be submitted on the letter head of the tenderer. The tender document consisting of (Page No. 3 to 8) duly signed shall be submitted with Technical bid-I and Page No. 9 & 10 with Financial Bid-II.
11. No escalation in rate shall be considered during the work contract period.
12. Interested parties may visit the office before quoting their unit rate to understand the nature of work.
13. Extension of time for completion of work shall not be granted except under natural calamities and other unseen reasons.
14. Hindi material to be given by the Corporation for printing can be handwritten/typed. Dummy magazine shall be submitted for approval to the Hindi Section of this office within 5 days from the date of supply of printing material. Whereas supply shall be completed & delivered within 7 days from the date of final approval. If not supplied within stipulated period then Liquidity damage will be @1% per week or part thereof subject to maximum of 10%.
15. The Corporation shall release payment after satisfactory completion and delivery of the magazines and on receipt of bill within 10 days after deduction of income tax i.e. TDS etc. at applicable rates.
16. The sealed envelopes containing the tender should be superscribed **"Tender for printing of Rajbhasha Rashmi"** and should be dropped in the tender box kept at 4th Floor of this office i.e., the Cotton Corporation of India Limited, Kapas Bhavan, CBD, Belapur office on or upto **3.00p.m. on 21.10.2019,** the technical bid-I shall be opened on the same day at **3.30 p.m.** before the tenderers present.
17. Corporation reserves its right to accept or reject any tender (s). However, tenderer may seek the reasons for rejection of their tender from the Corporation.

General Manager (Pur/ADM)

Declaration by Tenderer

I/We have read above terms and conditions and we agree with the same.

Date:
Place:

Seal and Signature of Tenderer

(should be submitted on letter head of the reputed & experienced firms)

Date: _____

To,
The Cotton Corporation of India Ltd.,
Kapas Bhavan, Plot No.3A, Sector-10,
CBD, Belapur
Navi Mumbai- 400614

Sub: **Submission of Tender for Printing of Rajbhasha Rashmi.**

Dear Sir,

1 I/We have read and understood all the terms & conditions of the tender notice vide ref. no. CCI/Adm/Printing Tender/2019-20/dated 04.10.2019 and other instructions and hereby undertake to abide by them.

2 I/We are enclosing herewith, Demand Draft/ Pay Order No. _____ dated. _____ for Rs.5000/- drawn on _____ towards earnest money deposit.

3 I/We have filled and signed each page of the tender document and the same is enclosed herewith.

4 I/We hereby declare that tender document has been downloaded from CCI website www.cotcorp.org.in/www.eprocure.gov.in and it is submitted in original without any alterations/modifications/deletions/additions.

Seal and Signature of tenderer

Name

Capacity /authority to sign

Full address:

THE COTTON CORPORATION OF INDIA LTD.
CBD Belapur, Navi Mumbai - 400 614.

CHECK LIST

Please mark (√) as applicable

1. a. Blank tender document obtained from office		Yes		No	
b. Tender document down loaded from web site		Yes		No	
2. Earnest Money Deposit Amount Rs. 5000/- in favour of The Cotton Corporation of India Ltd., Mumbai is enclosed.		Yes		No	
3. Registration of various authorities and their Nos. for Eligibility Criteria *(Self attested Copies of the following must be enclosed)*					
i)	PAN No.	Yes		No	
ii)	GST No.	Yes		No	
4. Whether self attested copies of experience certificates have been enclosed.		Yes		No	
5. Whether one copies of printed Hindi Magazines are enclosed.		Yes		No	
6. Whether all the pages of the tender document are signed and attached with Technical Bid and Financial Bid as the case may be.		Yes		No	

Date: **Seal and Signature of tenderer**

Place:

भारतीय कपास निगम लिमिटेड,
THE COTTON CORPORATION OF INDIA LTD.
कपास भवन, सी बी डी बेलापूर,
KAPAS BHAVAN, CBD, BELAPUR,

नवी मुंबई - 400 614
NAVI MUMBAI – 400 614.

TENDER DOCUMENT FOR

Printing of 500 copies of Rajbhasha Rashmi
for the period of April 2019 to March 2020.
(Half yearly Hindi Magazine)

FINANCIAL BID –II

(should be placed in envelope marked " B ")

(Party should submit FINANCIAL BID on their **letterhead** and placed in Envelope-B)

(TO BE SUBMITTED LATEST BY 21.10.2019 UPTO 3:00 P.M. AT 'KAPAS BHAVAN', CBD, BELAPUR.)

To, dt :
The Cotton Corporation of India Ltd.,
Kapas Bhavan,
Plot No.3A, Sector 10,
CBD Belapur,
NAVI MUMBAI – 400 614

Sir,

Sub: **Submission of tender for printing of 500 copies of Rajbhasha Rashmi Hindi Magazine for the period of** April 2019 to March 2020 **(Half yearly Hindi Magazine)**

Ref **: Your tender notice dated 04.10.2019.**

We are submitting our offer for the said work as below.

Bill of Quantity

Sl. No.	Description	Qty	Unit rate (per copy) in Rs	Total Amount (of 500 copies) in Rs.	% of tax if any will be borne by CCI on V	Total Amount including all (V +VI)
I	II	III	IV	V	VI	VII
1.	Printing of 500 copies of Rajbhasha Rashmi (half yearly Hindi magazine) of 4+52 pages (4 colour pages + 52 normal pages)	500 copies each half year				
2.	"Variations" : For extra/less similar pages of the book.	Per page rate				

1. The delivery of printed copies should be made within 7 days from the date of final approval by the Corporation. The vendor will have to delivery 500 copies at the Cotton Corporation of India Ltd., Kapas Bhawan, Plot No. 3A, Sector 10, CBD Belapur, Navi Mumbai. No separate delivery charges will be payable to vendor.

2. GST no. of the Cotton Corporation of India Ltd. is 27AAACT4053B1ZS. GST No. of the Corporation should be mentioned on the final Invoice for payment.

Date : **Seal and Signature of Tenderer**
Place :