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C.C.I.

भारतीय कपास निगम लिमिटेड

(भारत सरकार का उपक्रम - वस्त्र मंत्रालय) शाखा कार्यालय, हुबली.

THE COTTON CORPORATION OF INDIA LTD.

(A Government of India Undertaking - Ministry of Textiles)
Branch Office, 3rd Floor, W.B. Plaza, New Cotton Market,
HUBLI – 580029, KARNATAKA.
Ph: 0836 – 2356353/354/357, Fax 0836-2251960
E-MAIL: hubli@cotcorp.com Website: www.cotcorp.org.in

Ref: CCI/HBL/Admin/Printing/2020-21/ Date: 02.09.2020

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

The Cotton Corporation of India Ltd, Hubli invites sealed tenders from various reputed parties for Supply of various Printing items required for Branch Office, Hubli. Interested parties may collect Tender forms from the office address mentioned above on any working day upto 12.00 pm on 17.09.2020 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 Dy. General Manager, The CCI Ltd, Hubli and should be dropped in the Tender box kept at our office on or **before 17.09.2020 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 "Hubli"** 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. MSME firms should also be registered in TReDS portal to ensure onboarding vendor of MSE's. 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.

Dy. General Manager

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

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 applicabe	
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 MSME authorities (Yes / No), if yes please attach copy of MSME certificate with technical bid	
8.	Applicable only for MSME firms: Whether your firm has registered in TReDS portal to ensure onboarding vendor of MSE's (please enclose a copy with technical bid if registered)	
9.	Earnest Money Deposit (EMD) of Rs.10,000/- enclosed with technical bid (If a firm registered with MSE / MSME authorities and having 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 _____ Bank Account details of the Corporation: The Cotton Corporation of India Ltd A/c. No: 331701010030563 IFSC Code: UBIN0533173 Union Bank of India, Main Branch, Hubli

10.	Please furnish year of experience and which organizations you have supplied (Central/State Govt. Organizations/ PSU/Govt. Autonomous Bodies)	

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, Hubli

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 DEPUTY GENERAL MANAGER, THE CCI LTD., HUBLI 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 17.09.2020 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 HUBLI. 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. MSME firms should also be registered in TReDS portal to ensure onboarding vendor of MSE's and enclose a copy of the same with technical bid.

7. L-1 rates will be decided by calculating total tender value taking all items together in given quantities.

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. The work order awarded party should get appropriate approval from the authorized official of The CCI Ltd BO Hubli 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 is reserves its right to cancel the work order, if the party failure to seek approval for printing proof from concerned authority.

12. Before commencement of printing, the supplier has to show the sample to the concerned authority for necessary proof reading and endorsement.

13. 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.

14. It will be mandatory to print the Right to Information (including all pages) with monogram on all printing items.

15. 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.

16. 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, Hubli after deduction of TDS (if applicable).

17. 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.

18. Once the tender is accepted, tenderer has to abide by all the terms & conditions and specification of printing quality and printing material standard.

19. In case of any violation found in terms & conditions even after tender is accepted, the EMD deposited by the party shall be forfeited.

20. The tenderers own terms and conditions will not be accepted.

21. 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.

22. In case of any dispute, the decision of the Corporation will be final and binding.

DECLARATION

I / We do hereby agree to abide by the above terms & conditions of the tender.

Signature of the Tenderer:

Name of the Tenderer:

Address Seal of the firm:

Date:

Place:

The Cotton Corporation of India Ltd, Branch Office, Hubli

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

BID – II (FINANCIAL BID)

Sl. No.	Details of Items to be printed	Pad / Register	Specifications	Approx. Required Quantity	Rate per unit (in Rs.)
1.	Daily Market / Purchase Report	Pad	100 sheets each pad with Good quality white paper, A4 size, 70 GSM/ vertical type	50 no's.	
2.	Heap Results	Pad	100 sheets each pad with Good quality white paper, A3 size 70 GSM/ Horizontal type	20 no's.	
3.	Daily Processing Returns	Pad	100 sheets each pad with Good quality white paper, A4 size 70 GSM/ vertical type	200 no's.	
4.	Cotton Seed Sale Contract	Pad	100 sheets each pad with Good quality white paper,A4 size, 70 GSM / vertical type	50 no's.	
5.	Cotton Seed Invoice	Pad	100 sheets each pad with Good quality white paper,A4 size, 70 GSM / vertical type	50 no's.	
6.	Gate Pass	Book	100 sets (300 sheets) with book binding A5 size, 1+2 (white / blue / yellow) with numbering / Horizontal type	300 no's.	
7.	Samples Forwarding Letter pad	Pad	100 sheets each pad with Good quality white paper,A4 size, 70 GSM / vertical type	50 no's.	
8.	Trail Out Turn (TOT)	Pad	100 sheets each pad with Good quality white paper,B-5 size, 70 GSM / vertical type	20 no's.	
9.	Weekly Cotton Seed Report	Pad	100 sheets each pad with Good quality white paper,A5 size, 70 GSM / vertical type	25 no's.	

10.	Transfer Slip for Bales	Pad	100 sheets each pad with Good quality white paper,A4 size, 70 GSM / vertical type	25 no's.	
11.	Attendance Sheet	Pad	100 sheets each pad with Good quality white paper, Full scape size, 70 GSM / Horizontal type	30 no's.	
12.	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	20 no's.	
13.	Letter Head pad of CCI	Pad	100 sheets each pad, A4 standard size with bond paper	25 no's.	
14.	DO for Cotton Seed and Misc. Items	Pad	100 sheets each pad with Good quality white paper, A4 standard size, 70 GSM / vertical type	50 no's.	
15.	Ready Intimation (Cotton Seed)	Pad	100 sheets each pad with Good quality white paper, A5 size, 70 GSM / vertical type	50 no's.	
16.	Factory Stock Register	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	200 no's.	
17.	FP Bales Stock Register (Godown)	Register	200 page Full scape Ruled Register, Good quality white paper, Rexine binding with Patti, Corner & Aster and Imitation paper, 70 GSM / vertical type	50 no's.	
18.	Kapas Inward Register	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 no's.	

19.	Outward Register (Cotton Seed)	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 no's.	
20.	Outward Register (FP Bales)	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 no's.	
21.	Sample Drawing Register	Register	200 page Full scape Ruled Register, Good quality white paper, Rexine binding with Patti, Corner & Aster and Imitation paper, 70 GSM / vertical type	50 no's.	
22.	Insurance Policy Register (for centres)	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 no's.	
23.	EOT Register	Register	200 page Full scape Ruled Register, Good quality white paper, Rexine binding with Patti, Corner & Aster and Imitation paper, 70 GSM / vertical type	30 no's.	
24.	FP Bales Stock / Storage / Sales Register (for Centres)	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 no's.	
25.	FP Bale Sales Contract Register (for Office)	Register	200 page A3 size Ruled Register, Good quality white paper, Rexine binding with Patti, Corner & Aster and Imitation paper, 70 GSM / vertical type	10 no's.	
26.	Cotton Seed Sales / Delivery Register	Register	200 page A3 size Ruled Register, Good quality white paper, Rexine binding with Patti, Corner & Aster and Imitation paper, 70 GSM / vertical type	75 no's.	

27.	Receipts / Payments Register (for Office)	Register	200 page A3 size Ruled Register, Good quality white paper, Rexine binding with Patti, Corner & Aster and Imitation paper, 70 GSM / vertical type	10 no's.	
28.	Postage covers with Address print of CCI Hubli	Cover	11 x 5 inch white cover with printing of address of CCI Hubli, 100 GSM quality	2000 no's.	
29.	Cloth Covers (plain cover)	Cover	Legal size with good quality	5000 no's.	
30.	Cloth Covers (plain cover)	Cover	A3 size with good quality	5000 no's.	

Note: Rates should be inclusive of all the levies and handling/transportation charges for delivery at our Office **excluding GST only**.

Signature of the Tenderer:

Name of the Tenderer:

Address Seal of the firm:

Date:

Place: