THE COTTON CORPORATION OF INDIA LTD
(A Govt. of India Undertaking)
KAPAS BHAVAN, 4/2ASHOK NAGAR,. P.B NO: 227
GUNTUR-522002
PH.NO:0863-2233472 FAX: 0863-2357472
EMAIL: *guntur@cotcorp.com,*

CCI/GNT/ADM/2021-22/ Dt.12.10.2021

TENDER FOR SUPPLY OF PRINTING ITEMS FOR THE COTTON SEASON 2021-22

The Cotton Corporation of India Ltd., Branch Office, Guntur invites sealed tenders from various reputed parties for supply of various Printing Items. The prescribed Tender forms along with terms & conditions can be obtained from the branch office on any working day on payment of Rs.112/- (Rupes One hundred twelve only) including GST up to 02.00 p.m. on 25.10.2021 and the same is also available at CCI's website www.cotcorp.org.in and in Govt. Portal http://eprocure.gov.in. Down loaded tender should be accompanied with Rs.112/- for favour of The Cotton Corporation of India Limited, DD/Pay order. The firms which comes under MSE (Micro & Small Enterprises) and are registered with MSE (Micro & Small Enterprises) authorities are exempted from tender fee on production valid registration certificate.

Sealed tender along with EMD of Rs.10,000/- (Rupees Ten thousand only) by way of DD/Pay order in favour of the Cotton Corporation of India Ltd., payable at Guntur or RTGS/NEFT. Electronic fund transfer will be valid subject to confirmation of realization should reach on or before 25.10.2021 up to 03.00 p.m. and same will be opened on the same day at 03.30 p.m. in the presence of tenderers who wish to remain present. MSEs and Startup Firms are exempted from EMD on production of valid MSEs/ Startup certificate declaration of UAN number by MSEs bidders on Central Public Procurement Portal (CPPP) is mandatory failing which such bidders will not be able to enjoy the benefits as per PP policy for MSEs order 2012.

BRANCH MANAGER

THE COTTON CORPORATION OF INDIA LTD
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BID-I (TECHNICAL)

Last date of submission:25.10.2021 at 03.00 p.m.
Date of opening of Tender:25.10.2021 at 03.30 p.m.

Tender form for Supply of printing Items .

01.	Name & address of the Supplier/Firm	
02.	Name of the Proprietor/Partner or Authorised person and which capacity they signing in tender, with authority letter, if applicable.	
03	Contact No. (Telephone & Mobile no.) and E-mail id.	
04	Date of the Establishment of the Firm	
05	PAN No.(Copy to be enclosed with Technical bid)	
06	Please furnish year of experience and which organizations you have supplied(Central/State Govt. Organizations/PSU/govt. Govt. Autonomous bodies)	
06	GST No. .(Copy to be enclosed with Technical bid)	
07	Whether Supplier MSE Regd. or not a) Please tick (✓) whichever is applicable if yes, attach valid certificate b) Also mention UAN (In MSE certificate NIC 5digit code should be relevant to Nature of tender.	Yes or No
05	If MSE women entrepreneur	Yes or No.

Contt..2

Seal & signature of the authorized Signatory

06	If MSE whether SC/ST category : (if yes, please attach concerned valid certificate	Yes or No
07	Tender fee details(Rs.112/-)	Instrument No.(DD/PO/UTR No./Unique NO./ Transaction No._____ Name of Bank:_____ Amount:_____
08	EMD (Rs.10,000/-) details	Instrument No.(DD/PO/UTR No./Unique NO./ Transaction No._____ Name of Bank:_____ Amount:_____

THE COTTON CORPORATION OF INDIA LIMITED, BRANCH OFFICE :: GUNTUR

TERMS & CONDITIONS

1) Tender 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 the place the two sealed envelopes into one envelop duly sealed and super scribed as "TENDER FOR SUPPLY OF PRINTING ITEMS FOR THE COTTON SEASON 2021-22. Each envelop should contain the name and address of the vendor.

2) The Tender form can be had from this office directly on any working day during working hours at a cost of Rs.112-/ each inclusive of GST and also can be downloaded from the website www.cotcorp.org.in or http://eprocure.gov.in. for which DD of Rs.112/-in favour of The Cotton Corporation of India Limited, payable at Guntur should be enclosed along with the each tender.

3) Tenderers will have to deposit Rs.10,000/- (Rupees Ten thousand only) for each tender as E.M.D. by way of DD/ Pay order drawn in favour of "The Cotton Corporation of India Ltd" payable of any Nationalized/ schedule bank or RTGS/NEFT. Electronic fund transfer will be valid subject to confirmation of realization. The Cotton Corporation of India Ltd., Account No.05170500030530, IFSC code BARB0GUNTUR. The Firm which comes under MSE(Micro & Small Enterprises) and are registered with MSEs (Micro & Small Enterprises) authorities are exempted from tender fee and EMD on production of valid MSEs certificate along with Technical Bid. The MSE certificate should relevant to nature of work of tender. The EMD of the unsuccessful tenderers shall be refunded after finalization of the tender.

4) Tenders in prescribed format in sealed cover addressed to The Branch Manager, CCI Ltd., Guntur duly super scripted as "Tender for Supply of Printing Items" should reach office on or before 11.10.2021 upto 02.00 PM. The received tenders shall be opened on the same day i.e., on 11.10.2021 at 03.30 PM in presence of tenderers or representative who wish to remain present.

Seal & signature of the authorized Signatory

5) The Rates quoted by the interested parties should be as per the prescribed format inclusive of all taxes (Excluding GST), all incidental expenses like Cartage / Transportation etc and ex-delivery at CCI, Guntur Office must be included in rates. Supply should be made as per specifications within the specified time. Any amendments / overwriting in rates, if any in the quotation should be duly countersigned by the tenderer otherwise such quotations shall be reliable to reject.

6) All printing items should be in bilingual along with RTI logo.

7) The rates are inclusive transportation of the printing items to the branch office, Guntur.

8) Printers may verify the proforma's for the purpose of printing at the above address during working hours on any working day before submission of their tender form.

9) Quality papers should be used for any printing items and the sample paper should be submitted along with quotation. In case of registers where pacca binding is required, Supplier shall have to use good quality of card board, rexine, cloth and quality gum as per the requirements /specifications.

10) The corporation may accept/reject any/all part/full tender without assigning any reasons whatsoever and the decision of the Branch manager is final and binding on all.

11) Party quoting the lowest rate (item wise) shall be declared as L1.

12) F.P. Cloth labels should be of good quality canvas and as per sample provided to you.

13) The rates quoted by the successful tenderer will be valid for one year from the date of issue of work order. The successful tenderer has to supply the required items as per required items as per requirement of the corporation during one year from the date of work order and no escalation shall be allowed during such period.

14) In case the quality of Printing item is not found in accordance with the specifications or the sample, the Corporation will be at liberty to reject such items and supplier is liable to make good any losses occurred due to the same.

15) 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.

16) Supply order shall be placed as per requirement and Printing has to be done as per requirement.

17) The qualified party has to supply the required order quantity within 15 days from the date of receipt of work order failure to which the corporation would have no other option but the liberty to fulfill its requirement from other suppliers and any prices difference that is (Market price / tender rate) losses whatsoever shall be recovered from party.

18) The tenderers terms & conditions will not be accepted.

19) The tenderer have to submit copy of **GST** registration certificate if they registered & **PAN** No. otherwise tender will not be accepted.

20) Payment will be made on ensuring that total ordered quantity is as per approved specifications and supplied completely within 15 days. Payment will be made within 15 days from the date of receipt of bill.

21) The E.M.D. of the successful tenderer shall be refunded only after completion of the work successfully and after completion of Validity period. No interest will be paid on EMD.

22) Tenderer should mention rate of item clearly & visibly

23) The Corporation reserves its right for negotiations/acceptance/cancellation of any tender or all tenders without assigning any reason thereof.

24) The Corporation may Increase / decrease the quantity of Items mentioned in tender based on the requirement of the corporation.

25) The tenderer should see the specimens `of the items mentioned in tender form at above address during Office working hours up to 05.00pm on 22.10.2021, and the quality of items provided should be strictly of quality as per the specimen.

26) In case tenderer has any query about the tender conditions may seek comments from Branch Office. Further in case, if any tender is rejected or a tender document is not issued to prospective Tenderer – may seek the reasons for rejection from Branch Office.

We do hereby agree to abide by the above Terms & Conditions of the tender.

Seal & signature of the authorized Signatory.

DECLARATION

A. We confirm having read and understood all the terms and conditions of the tender notice and hereby undertake unconditionally to abide by them all for fullest compliance thereof failure which the Corporation reserve its right to forfeit the EMD of Rs.10,000/- 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 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 subject to any dispute whatsoever pertaining to the tender.

Authorized Signatory _____
Name of the printer: _____
Address of the Printer with seal: _____
_____
Place: _____
Date: _____

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Seal & signature of the authorized Signatory.

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Bid – S-2 (Financial)

TENDER FOR PRINTING ITEMS

Name & Address of the Tender along with Telephone:

PAN No:
GST No. :
Last date for receipt of Tender : 25.10.2021 - 03.00 P.M.
Opening date of Tender : 25.10.2021 - 03.30 P.M.

Sr. No.	Printing item	Specification	Quantity required	Rater per unit without GST (In Rs.)
1	Cotton seed remittence advise	50 sets (150 sheets) with Good quality white paper, A4 size, 70 GSM, 1+2 (white, blue and yellow) with numbering / vertical type (1+2 each 50 sets)	50	
2	Cotton seed sale contract register	200 sheets each pad with Good quality white paper, A4 size, 70 GSM/ vertical type	10	
3	Flat files	Lace files with CCI Logo, address and good quality	2000	
4	Center visit book	50 sets (150 sheets) with Good quality white paper, A4 size, 70 GSM, 1+2 (white / blue / yellow) with numbering / vertical type (100 pages conquest paper)	50	
5	Cotton seed intimation pads	200 Sheets each pad with Good quality White paper, Legal Size, 70GSM	100	
6	cotton seed sale contract/ stock register	100 page Full scape Ruled Register, Good quality white paper, Rexine binding with Patti, Corner & Aster and Imitation paper, 70 GSM / vertical type	50	
7	cotton seed debit note pad	100 Sheets each pad with Good quality White paper, Legal Size, 70GSM	100	
8	Daily processing/stock register	100 page Full scape Ruled Register, Good quality white paper, Rexine binding with Patti, Corner & Aster and Imitation paper, 70 GSM / vertical type	50	
9	Daily purchase reports	200 sheets each pad with Good quality white paper, A4 size, 70 GSM/ vertical type	100	
10	F.P. Bales weight list pads	200 sheets each pad with Good quality white paper, A4 size, 70 GSM/ vertical type	200	

11	F.P. Bales outward register	100 page Full scape Ruled Register, Good quality white paper, Rexine binding with Patti, Corner & Aster and Imitation paper, 70 GSM / vertical type (100 pages)	100	
12	F.P.Bales Stock Register	100 page Full scape Ruled Register, Good quality white paper, Rexine binding with Patti, Corner & Aster and Imitation paper, 70 GSM / vertical type	50	
13	F.P.Bales Storage Returns Pads	100 page Full scape Ruled Register, Good quality white paper, Rexine binding with Patti, Corner & Aster and Imitation paper, 70 GSM / vertical type	-	
14	Gate pass pads	100 sets (300 sheets) with book binding A5 size, 1+2 (white / blue / yellow) with numbering / Horizontal type(1+4 each 50 sets)	1000	
15	Heap register	100 sheets each pad with Good quality white paper, A3 size, 70 GSM/ Horizontal type(1+2 50 sets)	50	
16	Imprest cash voucher pads	100 sheets each pad with Good quality white paper, A5 size, 70 GSM / vertical type (100 pages each)	100	
17	Kapas Inward register	100 page Full scape Ruled Register, Good quality white paper, Rexine binding with Patti, Corner & Aster and Imitation paper, 70 GSM / Horizontal type (100 pages)	50	
18	kapas stock register(8 set)	200 page Full scape Ruled Register, Good quality white paper, Rexine binding with Patti, Corner & Aster and Imitation paper, 70 GSM / Horizontal type (100 pages)	50	
19	Purchase bill forwarding pads	100 sheets each pad with Good quality white paper, A4 size, 70 GSM/ Horizontal type	100	
20	Sample slip pads	100 sheets each pad with Good quality white and blue paper, A3 size, 70 GSM/ Horizontal type(1+2 50 sets)	400	
21	Sample forwarding letter pads	100 sheets each pad with Good quality white / yellow paper,A4 size, 70 GSM / vertical type (1+2 50 sets)	50	
22	Transit Insurance/Transfer slip pads	200 sheets each pad with Good quality white, yellow and blue paper, A3 size, 70 GSM/ Horizontal type(1+2 50 sets)	200	
23	Sample register	100 page Full scape Ruled Register, Good quality white paper, Rexine binding with Patti, Corner & Aster and Imitation paper, 70 GSM / Horizontal type	100	
24	Postage Covers with Address Print of CCI, Guntur	11 X 5 inch white cover with printing of CCI address and good quality	2000	

25	Postage Covers with Address Print of CCI, Guntur	A4 Size white cover with printing of CCI address and good quality	1000	
26	Cloth Covers - FS	with printing of CCI address and good quality	200	
27	Cloth Labels - F.P.Bales	with printing of CCI address and good quality	300000	

The above items should be supplied strictly as per specification.

I / We read the terms and conditions enclosed herewith. I / We agreed to accept the same.

Authorized Signatory _____
Name of the printer: _____
Address of the Printer with seal: _____
_____
Place: _____
Date: _____