भा.क.नि.

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/2021-22/747 Date: 27.09.2021

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

The Cotton Corporation of India Ltd, Hubli invites sealed tenders from 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 11.10.2021 or can be downloaded in PDF format from CCI's website www.cotcorp.org.in and Government portal www.eprocure.gov.in. No modifications should be done in tender document. Sealed Tenders in prescribed form clearly super scribing "**TENDER FOR SUPPLY OF PRINTING ITEMS 2021-22**" 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 11.10.2021** **upto 03.00 pm** and the tender shall 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 for which copy of proof may be attached. 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 the EMD of successful bidders shall be refunded after completion of the term of the tender. 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 2021-22

BID – I (TECHNICAL BID)

1.	Name and Address of the Supplier / Firm	
2.	Name of the Proprietor / Partner or Authorized person and Capacity in which they are 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. (Attested copy to be enclosed with technical bid)	
6.	GST No. (Attested 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 MSE 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 details of organizations you have supplied (Central/State Govt. Organizations/ PSU/Govt. Autonomous Bodies) in last 3 years	

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 2021-22

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 2021-22". 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 2021-22", to reach this office on or before 03.00 p.m. on 11.10.2021 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 the term of the tender. 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. The L-1 rate shall be decided item wise mentioned in the financial bid.

8. The new items required if any (pad or register) as per the specifications mentioned in the tender document, such items shall be printed from L-1 party as per the requirement of the Corporation at the rates quoted for similar items and term & conditions remaining the same.

9. 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.

10. 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.

11. 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.

12. 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 specified by the Corporation. The Corporation reserves its right to cancel the work order, if the party fails to seek approval from concerned authority for printing proof with required paper quality and size as per parameters.

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

14. 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.

15. 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).

16. PAN Number / GST Registration Number should also be mentioned in the Tender form and also a copy of both PAN & GST should be submitted along with technical bid.

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

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

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

20. 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.

21. In case of any dispute, the decision of the Corporation shall 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 2021-22

BID – II (FINANCIAL BID)

Sl. No.	Details of Items to be printed	Pad / Register	Specifications	Quantity Required	Rate per unit without GST (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.	Gate Pass	Book	100 sets (300 sheets) with book binding A5 size, 1+2 (white / blue / yellow) with numbering / Horizontal type	100 no's.	
4.	Samples Forwarding Letter pad	Pad	100 sheets each pad with Good quality white paper,A4 size, 70 GSM / vertical type	30 no's.	
5.	Experimental Out Turn (EOT)	Pad	100 sheets each pad with Good quality white paper,B-5 size, 70 GSM / vertical type	25 no's.	
6.	Visit book	Pad	50 sets (150 sheets) with Good quality white paper, A4 size, 70 GSM, 1+2 (white / blue / yellow) with numbering / vertical type	40 no's.	
7.	DO for Cotton Seed and Misc. Items	Pad	100 sheets each pad with Good quality white paper, A4 standard size, 70 GSM / vertical type	15 no's.	
8.	Ready Intimation (Cotton Seed)	Pad	100 sheets each pad with Good quality white paper, A5 size, 70 GSM / vertical type	50 no's.	
9.	Delivery Challan for FP Bales	Pad	100 sets (300 sheets) with Good quality white paper, A4 size, 70 GSM, 1+2 (white / blue / yellow) with numbering / vertical type	30 no's.	

10.	Petty Cash Voucher	Pad	100 sheets each pad with Good quality white paper, A5 size, 70 GSM / vertical type	50 no's.	
11.	Leave pad (CL/C-off/RH)	Pad	100 sheets each pad with Good quality white paper, A5 size, 70 GSM / vertical type	20 no's.	
12.	TA claim form	Pad	100 sheets each pad with Good quality white paper, A4 size, 70 GSM / Horizontal type	20 no's.	
13.	Medical claim form	Pad	100 sheets each pad with Good quality white paper, Legal size, 70 GSM / Vertical type	25 no's.	
14.	FP Bales Stock Register (Godown)	Register	100 page Full scape Ruled Register, Good quality white paper, Rexine binding with Patti, Corner & Aster and Imitation paper, 70 GSM / vertical type	20 no's.	
15.	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	100 no's.	
16.	Outward Register (FP Bales)	Register	100 page Full scape Ruled Register, Good quality white paper, Rexine binding with Patti, Corner & Aster and Imitation paper, 70 GSM / Horizontal type	30 no's.	
17.	Leave 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	05 no's	
18.	Outward Register for branch office	Register	400 page Full scape Ruled Register, Good quality white paper, Rexine binding with Patti, Corner & Aster and Imitation paper, 70 GSM / vertical type	05 no's	
19.	Inward Register for branch office	Register	400 page Full scape Ruled Register, Good quality white paper, Rexine binding with Patti, Corner & Aster and Imitation paper, 70 GSM / vertical type	05 no's	

20.	Postage covers with Address print of CCI Hubli	Cover	11 x 5 inch white cover with printing of CCI address and 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: