भा.क.नि.
CCI

भारतीय कपास निगम लिमिटेड

THE COTTON CORPORATION OF INDIA LIMITED

(भारत सरकार का उपक्रम/A Government of India Undertaking)

16-7-109, वि.एल. चिट्टीमला कॉम्प्लेक्स, 3 मंजिल, फलमंडी के पास, पुराना अनाज मंडी रोड, लक्ष्मीपुरम, वरंगल : 506002 तेलंगणा

16-7-109, V.L Chittimalla Complex, 3rd floor, Nr. Fruit Market, Old Grain Market Road, Laxmipuram, Warangal : 506002 Telangana

दूरभाष/Telephone No. : 0870-2565077 Mob: +91 9617234000

मेल : warangal@cotcorp.com **वेबसाईट** www.cotcorp.org.in Ministry Website : www.ministryoftextiles.gov.in

REF: CCI / WGL /P&S/2024-25/ Date: 08.10.2024

Tender notice for printing items - Registers/Books/Pads & other items

The Cotton Corporation of India Limited, Branch Office, Warangal intends to invite sealed tenders for printing items in 2 Bid system such as Registers, Books and pads & other items. The total quantity of requirement, place of delivery and other terms & conditions etc.,is attached herewith.

The prescribed tender form along with terms and conditions can be obtained from the branch office at above mentioned address on any working day on or before 25.10.2024 upto 12:00 pm. 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 B.O. Warangal or by Electronic Fund Transfer / Digital mode of payment such as BHIM, UPI and RTGS / NEFT. Electronic Fund Transfer will be valid subject to confirmation of realization should reach on or before 25.10.2024 up to 03.00 pm and same shall be opened on the same day at 3.30pm. The entire set of tender documents can also be downloaded from web-site of the corporation http://www.cotcorp.org.in or at govt. portal http://www.eprocure.gov.in.

General Manager

Seal & Signature of Authorized Signatory:_____

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Terms and conditions of tender:

1. Rates must be quoted for all the items given in the Annexure – II (FINANCIAL BID-II) of the tender. Rates should be inclusive of all levies and handling / transportation charges for delivery at our Branch Office, Warangal as above but excluding GST only.
2. Supply should be made as per specifications within stipulated time. The rates should be valid for supply of items up to One year from date of its finalization. Under no circumstance the rate will be enhanced.
3. After the finalization of tender process, the successful bidder shall have to pay Rs.10,000/- as security deposit before entering in to agreement in the following account of the corporation: -

Bank Name	BANK OF BARODA(CASH CREDIT ACCOUNT)
Name of the Account Holder	THE COTTON CORPORATION OF INDIA LIMITED
Branch Name	WARANGAL
Account Number	07410500000075
IFSC Code	BARB0WARANG

4. The amount of Rs.10,000/- as above received from the successful bidder will be retained as security deposit and shall be refunded without interest after completion of supply of the items as per work order.

5. **The number of items and quantity indicated in the tender form may be increased or decreased as per the requirement and the Corporation shall be entitled to order the items in part quantity from time to time as per requirement.**

6. **L-1 rates will be decided Item-wise.**

Seal & Signature of Authorized Signatory:_____

7. 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. 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 loss occurred if any, shall be recovered from the party. **Quality of papers should be of atleast 70 gsm and good quality binding (rexine or cloth) should be done for long term usage.**

8. 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.

9. After giving the work order, approval shall be obtained from concerned authority at Branch Office Warangal for format and quality of paper by showing print proof within a week. The supply of items should be completed within the prescribed time given by the Corporation. The Corporation reserves its right to cancel the work order if the party fails to seek approval for printing proof from concerned authority.

10. 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 shall have to be got approved from the authority before making / supply of such items.

11. 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.

12. 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, Warangal after deduction of TDS and GST TDS (if applicable).

13. PAN Number / GST Registration Number (if registered) has to be mentioned in the Tender form and also a copy of both PAN & GST shall be submitted along with Tender form.

14. Once the tender is accepted, tenderer has to abide by all the terms & conditions and specification of printing quality and printing material standard. In case of any violation found in terms & conditions even after tender is accepted, the security deposited by the party shall be forfeited.

15. The prescribed tender forms along with the terms & conditions can be obtained from the Branch Office during working hours on any working day up to 12:00 pm on 25.10.2024 and the same is also available at CCI's website: http://www.cotcorp.org.in and Government portal http://www.eprocure.gov.in. Downloaded tenders should be accompanied with EMD of Rs 10,000/- and acknowledgment copy of Online payment/DD/Pay Order or Electronic Fund Transfer/Digital mode of payment should be made such as BHIM, UPI, (UPI/BHIM-UPI QR Code) and RTGS/NEFT. Electronic Fund transfer will be valid subject to confirmation of realization. Interest parties which come under MSE and are registered with MSE authorities are exempted from EMD on production of valid registration certificate. Tenderer should submit the tender as under:

Envelope A: Envelope marked as "Technical Bid" which should contain EMD and all enclosures along with terms & conditions (Annexure-I).

Seal & Signature of Authorized Signatory:_____

Envelope B: Envelope marked as "Financial Bid" which should contain Financial Bid (Annexure-II)

Envelope C: It should contain both Envelope-A and Envelope-B.

Each envelope should be super scribed as "Tender for printing items for Cotton Season 2024- 2025" and should contain the name and address of the tenderers at the bottom.

The Tender form duly completed in all respects addressed to the General Manager, CCI, B.O. WARANGAL should reach the Branch Office on or before **3:00 PM** on **25.10.2024**. The sealed tenders received within the stipulated time, shall be opened on the same day on **25.10.2024 at 3:30 PM** in the presence of tenderers who may wish to remain present. **Financial Bid** will be opened for those tenderers qualified in technical bid.

16. The Corporation reserves its right to accept or reject partially or fully or any or all the tenders.

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

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

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 us for fullest compliance thereof, failing which, the Corporation reserves its right to forfeit the deposit of Rs.10,000/- and 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 and quality as per specified, 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:

Seal & Signature of Authorized Signatory:_____

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भारतीय कपास निगम लिमिटेड
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ANNEXURE -I

Tender notice for printing items - Registers/Books/Pads & other items

BID – I (TECHNICAL BID)

1.	Name and Address of the Supplier / Firm	
2.	Name of the Proprietor / Partneror Authorized person with Authority letter, if applicable	
3.	Contact No. (Telephone / Mobile no.) & 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, if registered)	
7.	Whether the firm registered withMSE authorities (Yes / No), if yes please attachcopy of MSE certificate with technical bid	

Seal & Signature of Authorized Signatory:_____

8.	Earnest Money Deposit (EMD)of Rs.10,000/- enclosed with technical bid (If a firm registered with MSE authorities and having a valid MSE 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._____ Dt:……
9.	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:

Seal & Signature of Authorized Signatory:_____

ANNEXURE -II

(On the letter Head of the supplier)

To
The General Manager
The Cotton Corporation of India Ltd.
BO.Warangal

Sir,

In reference to the tender notice dated----------, we hereby submit our rates for each items is as under:

Tender notice for printing items - Registers/Books/Pads & other items

BID -II - FINANCIAL BID

क्रं.सं. **S.No.**	**वस्तु का नाम Name of the item**	**साईज Size**	**वांछनीयता (अनुमानित) Approximate Requirement**	**Rate per Each Item in Rs(Inclusive of all taxes, except GST)**
1	Cotton seed delivery challan (200 leaves each pad, paper 8.0 gk	As per sample with bilingual	100	
2	Daily purchase report (300 leaves each pad, white paper 8.0 kg)	-do-	200	
3	Daily processing returns (200 leaves each pad, white paper 8.0 kg)	-do-	200	
4	F.P.Bales delivery challan (200 leaves each pad,white paper 8.0 kg)	-do-	200	
5	F.P.Bales transit insurance/transfer slip (200 leaves each pad, white paper 8.0 kg)	-do-	300	
6	F.P.Bales weight list (200 leaves each pad, white paper 8.0 kg)	-do-	300	
7	Gate pass (1+3 thick paper 100 sets each pad with top cloth binding each set serially numbered 1st page white, 2nd rose, 3rd green, 4th yellow	-do-	1000	
8	Ginning bill covering letter (200 leaves each pad 8.0kg)	-do-	100	
9	Heap registers (1+2 thick paper,50 sets of each register, side cloth binding, 1st & 2nd pages perferation, All pages white colour, serial number	-do-	100	

Seal & Signature of Authorized Signatory:_____

10	Imprest Cash Voucher (200 leaves each pad 8.0kg)	-do-	50	
11	Kapas Purchase bills forwarding pads (200 leaves each pad 8.0kg.)	-do-	50	
12	Letter head big with bilingual 200 leaves pad	-do-	20	
13	Sample slip pads (200 leaves each pad, white paper 8.0 kg)	-do-	300	
14	Transit Insurance declaration (HO) (200 leaves each pad, 8.0 kg)	-do-	100	
15	Stock register with binding(centre) (100 pages each , hard bound)	-do-	200	
16	D.O.advise pad (200 leaves each Pad 8.0kg)	-do-	10	
17	Ginning / Processing approval notepad (200 leaves each pad, 8.0 kg)	-do-	100	
18	Pressing / Processing approval notepad (200 leaves each pad, 8.0 kg)	-do-	100	
19	Sample Drawing Register with bound 100 pages	-do-	100	
20	F.P. bales delivery godown register with bound 100 pages	-do-	100	
21	Kapas /bales transporation covering pad 1+1 (white,pink colors 200 leaves each pad)	-do-	50	
22	F.P. Bales Daily Godown Stock Register with bound 100 pages	-do-	100	
23	C.L. form pads (Billingual 100 leaves each pad	-do-	10	
24	E.L. form pads (Billingual) (each pad 100 leav es)	-do-	10	
25	F.P. Bales Godown Stock Compartmentwise Register (with bound 100 pages)	-do-	100	
26	Kapas Inward Register (with bound 100 pages)	-do-	100	
27	Trail Out Turn Pads 3 Clour 1+2	-do-	50	
28	Officers Visit Books	-do-	20	
29	H.Q. Leaving Application Pads	-do-	10	
30	Outward Register (Seed/Bales) (with bound 100 pages)	-do-	100	
31	Proforma Invoice Pads	-do-	100	
32	Daily Trail Out turn registers	-do-	50	

Seal & Signature of Authorized Signatory:_____

33	F.P Bales Weight Registers	-do-	200	
34	Kapas Rejection Register	-do-	200	
35	Cash Imprest Statement with 50 leaves each Pad.	-do-	50	
36	Flat file with Printing	-do-	2,000	
37	Cotton Seed Sale Register with bound 100 pages	-do-	100	
38	F.P. Bales Delivery Advice Register	-do-	5	
39	FP Bales Moisture Register	-do-	200	
40	Kapas Moisture Register	-do-	200	
41	Attendance Register	-do-	200	
42	Grievance Register	-do-	200	
43	Rubber Stamp SP	-do-	200	
44	Centre Stamp	-do-	200	
45	Authorised Stamp	-do-	200	
46	Staff Attendance Register	-do-	80	
47	Envelop Covers with Printing Size 11x5 cm	-do-	3000	
48	Insurance Registers	-do-	200	
49	Multi Colour Flex Banner Size 8x4 Sq.Ft (Quality as per Sample)	-do-	200	
50	Multi Colour Flex Banner Size 6x4 Sq.Ft (Quality as per Sample)	-do-	100	
51	Multi Colour Flex Banner Size 5x4 Sq.Ft (Quality as per Sample)	-do-	50	
52	Multi Colour Flex Banner Size 4x3 Sq.Ft (Quality as per Sample)	-do-	50	
53	Pamphlets A4 Size Colour Paper (Quality as per Sample)	-do-	50,000 Copies (Lump Sum Rate to be quoted (Inclusive of all taxes, except GST))	

Seal & Signature of Authorized Signatory:_____

I/We hereby confirm that the above terms and conditions have been read out and I/We agree to abide by the terms and condition for printing.

Note: 1) The rates quoted are inclusive of all expenses transportation and free delivery at B.O., CCI, Warangal excluding GST.

2) Please clearly specify the GST rate applicable on above items: _____ %

Authorized Signature: _____

Name of the Printer: _____

Address of the Printer: _____

_____

Place: _____

Date: _____

Seal & Signature of Authorized Signatory:_____