भारतीय कपास निगम लिमिटेड
THE COTTON CORPORATION OF INDIA LTD.
सैट सं: 46, 4th स्ट्रीट, कोतारी लेऔट, बी.आर.नगर, त्रिचि रोड, कोयंबत्तूर - - 641 005.
(A Government of India Undertaking)
Site No: 46, 4th Street, Kothari Layout, B.R.Nagar, Trichy Road
Opp. Coimbatore Stock Exchange bldg.., Singanallur, Coimbatore -- 641 005.
Phone No.2314461/2313856/ Fax: 2324712
CIN:U51490MH1971GO1014733

No.CCI/CBE/ADMN /2021-22/ DATE: 03.06.2021

RE-TENDER FOR SUPPLY OF PRINTED STATIONARY ITEMS FOR THE COTTON SEASON 2020-21

The Cotton Corporation of India Ltd., Coimbatore invites sealed tenders from various reputed parties for supply of various Printed Stationary items required for Branch Office, Coimbatore. Interested parties may collect Tender forms alongwith Terms & Conditions from the office address mentioned above on any working day upto 12.00 PM on 11.06.2021 on payment of Rs. 112/- (including GST) (Rupees One Hundred and Twelve only) or can be downloaded from CCI's website www.cotcorp.org.in and Government portal www.eprocure.gov.in. Those parties who are downloading the tender forms from websites shall have to pay Rs. 112/- (Rupees One Hundred and Twelve only inclusive of GST) 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 Coimbatore. Sealed tenders in prescribed form clearly super scribing "TENDER FOR SUPPLY OF PRINTED STATIONARY ITEMS 2020-21" addressed to The Dy.General Manager, The CCI Ltd, Coimbatore and should be dropped in the tender box kept at our office on or before 11.06.2021 upto 3.00 PM and the tender will be opened on the same day at 3.30 PM in presence of the Tenderers who wish to remain present.

Tenderers have to submit EMD of Rs. 5,000/- (Rupees Five 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 "Coimbatore" along with technical bid or 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 Tender fees and EMD on production of valid MSE (Micro & Small Enterprises) certificate along with Technical bid. No interest will be paid on EMD and the EMD will be refunded after satisfactory supply of the items. The Corporation reserves its right to accept or reject partially of 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 :: COIMBATORE

TECHNICAL BID – I

Tender form for supply of Printed Stationary items for the Cotton Season 2020-21

Tender Form Fee Rs. 112/-

Last date of submission : 11.06.2021 upto 3.00 PM
Date of opening of Tender : 11.06.2021 at 3.30 PM

1.	Name and Address of the Supplier / Firm	
2.	Contact No. (Telephone / Mobile No.) and Email ID	
3.	Name of the Proprietor / Partner or Authorised person and in which capacity they are signing in tender, with Authority letter if applicable	
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 MSE authorities (Yes / No), if yes please attach copy of MSME certificate with technical bid	
8	Earnest Money Deposit (EMD) of Rs. 5,000/- enclosed with technical bid (If a firm registered with MSE authorities and having a valid MSME certificate, they may be exempted from paying EMD)	DD/PO/Bankers Cheque No: Dated:_____ Amount Rs:_____ UTR No._____ Dated_____
9.	Please furnish year of experience and which organizations you have supplied (Central/State Govt. Organisations/PSU/Govt. Autonomous Bodies)	

Signature:_____

Name of The Printer with seal:_____

Date:_____

THE COTTON CORPORATION OF INDIA LTD :: COIMBATORE

Terms and Conditions (For Printed Stationary Items):

1) Tenders in prescribed format in sealed cover addressed to The Dy. General Manager, CCI Ltd., Coimbatore clearly super scripting "Tender for Supply of Printed Stationary Items" in separate sealed envelopes duly marked as "Bid – I (Technical) and Bid – II (Financial), then place the two sealed envelopes into one envelop which should contain the name and address of the vendor should reach office on or before 11.06.2021 upto 03.00 PM. The received tenders shall be opened on the very same day i.e., on 11.06.2021 at 3.30 PM in presence of tenderers or representative who wish to remain present.

2) **Interested parties should drop their tenders in the following manner:**

   Envelope "A": Sealed Envelope "A" marked as Technical bid – I, on the envelope should mention Technical Bid –I along with EMD and Photostat copy of PAN card & GST Certificate & MSME certificate if applicable.
   Envelope "B": Sealed Envelope "B" marked as Financial Bid-II on the envelope should mention Financial Bid only.
3) The Rates quoted by the interested parties should be as per the prescribed format inclusive of all expenses (Handling / transportation charges for delivery at our office) excluding GST. 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 are liable to be rejected.
4) All printing items should be in bilingual along with RTI logo (including all pages) with monogram on all printing items.
5) The rates quoted will be valid upto 12 months from the date of confirmation of the tender. No increase will be allowed once the tender rates are finalized.
6) The rates are inclusive of all taxes and transportation of the printing items to the branch office, Coimbatore will be borne by the supplier.
7) Printers may verify the proformas for the purpose of printing at the above address during working hours on any working day.
8) Quality papers should be used for any printing items and the sample paper should be submitted alongwith quotation. In case of registers where pacca binding is required, printer has to use good quality of card board, rexine, cloth and quality gum as per the requirements /specifications. The sample of the same would have to be got approved from the authority before making / supply of such items.
9) F.P. Bale labels should be of good quality canvas and as per sample provided to you.
10) Supply order shall be placed as per requirement.
11) L-1 rates will be decided Item-wise.
12) The corporation may accept/reject any/all part/full tender. However, the tenderers may seek reason for rejection from the Corporation.
13) The Corporation reserves its right to take delivery of said items as per requirements within a period of one year i.e., the rates should be applicable for one year from the date of issuance of work order.

14) Interested parties shall have to submit their sealed tenders mentioned as per Sr.No.2 above along with EMD of Rs.5,000/-(Rupees Five Thousand only) by way of Demand Draft / E-payment of any nationalized bank drawn in favour of "The Cotton Corporation of India Ltd. payable at Coimbatore. The EMD amount 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.

Note: Quotation/Tenders without EMD will not be considered.

15) 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.

16) 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.

17) 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.

18) The Corporation reserves its right to increase / decrease the quantity of items to be supplied by the successful bidder. The quantity mentioned in the quotation is subject to change as per requirement.

19) Printing has to be done as per requirement.

20) The qualified party has to supply the required order quantity within the prescribed time 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.

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

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

23) 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, Coimbatore after deduction of TDS (if applicable)

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

25) In case of any dispute, the decision of the Dy. General Manager, The Cotton Corporation of India, Coimbatore will be final and binding.

26) Dispute if any, will be subject to Coimbatore jurisdiction only.

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 them all for fullest compliance thereof failure which the Corporation reserves its right to forfeit the EMD of Rs.5,000/- 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 be 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 Signature:_____

Name of The Printer:_____

Address of the Printer with Seal:_____

_____

Place:_____

Date:_____

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THE COTTON CORPORATION OF INDIA LTD.
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FINANCIAL BID-II

From:_____
_____
_____

To
Dy. General Manager
The Cotton Corporation of India Ltd,
Coimbatore.
Subject: Tender rate for Printed Stationary items – Reg

With reference to your tender notice dated_____ , we hereby submit our rates for printed stationary items as under:

TENDER FOR PRINTED STATIONARY ITEMS

SL. NO.	PARTICULARS OF PRINTED STATIONARY ITEMS	APPROX. REQUIREMENT	SPECIFICATION	RATE QUOTED PER PIECE (INCLUDING ALL EXPENSES EXCLUDING GST)
1	GATE PASS	40 PADS	100 SETS (1+3)	
2	IMPREST CASH VOUCHER	10 PADS	100 SHEETS	
3	DAILY PURCHASE REPORT	10 PADS	100 SHEETS	
4	SAMPLE SLIP	20 PADS	100 SHEETS	
5	STOCK REGISTER	15 BOOKS	100 SHEETS	
6	COTTON SEED OUTWARD REGISTER	10 BOOKS	100 SHEETS	
7	KAPAS INWARD REGISTER	10 BOOKS	100 SHEETS	
8	HEAP REGISTER	20 BOOKS	50 SHEETS	
9	BALES LABELS	10000 LABELS	AS PER SAMPLE	
10	F.P BALES INWARD REGISTER AT GODOWNS	10 PADS	100 SHEETS	
11	F.P BALES OUTWARD REGISTER AT GODOWNS	10 PADS	100 SHEETS	
12	KAPAS PURCHASE STATEMENT	10 PADS	100 SHEETS	
13	F.P BALES WEIGHT LIST	10 PADS	100 SHEETS	
14	TRANSIT INSURANCE	10 PADS	100 SHEETS	
15	KAPAS REJECTION REGISTER	10 PADS	100 SHEETS	
16	SAMPLE DRAWING REGISTER	10 PADS	100 SHEETS	
17	IMPREST STATEMENT	10 PADS	100 SHEETS	
18	LETTER HEAD	5 PADS	100 SHEETS	
19	INSURANCE REGISTER	2 BOOKS	100 SHEETS	

20	**SALARY REGISTER**	**1 BOOK**	**250 PAGES**	
21	**FIXED ASSETS REGISTER**	**1 BOOK**	**200 PAGES**	
		12 ½ X 10	**200**	
		10 X 8	**200**	
22	**ENVELOPES (BRANCH OFFICE)**	**9 X 4**	**1500**	
23	**FLAT FILES**	**300**	**AS PER SAMPLE**	
24	**INDENT REGISTER**	**2 Books**	**300 PAGES**	

The Terms and conditions are accepted as per Technical Bid-I.

Authorized Signature:_____

Name of The Printer:_____

Address of the Printer with Seal:_____

_____

Place:_____

Date:_____