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भारतीय कपास निगम लिमिटेड
THE COTTON CORPORATION OF INDIA LIMITED
(भारत सरकार का उपक्रम)
(A Government of India Undertaking)
Branch Office: Kapas Bhavan, 4/2, Ashok Nagar, P.B.227, Guntur-522002, AP
Tele.No.0863-2233472 Fax No. 0683-2357472 , E-mail : guntur@cotcorp.com
Website : www.cotcorp.org.in Ministry Website : www.ministryoftextiles.gov.in

RIGHT TO INFORMATION

REF: CCI/GNT/MKTG(Pur)/LC-Godowns)/2019-20/ **DATE:05.03.2020**

SHORT TERM TENDER NOTICE FOR JOB WORK AT THE GODOWNS FOR THE SEASON 2019-20

The Cotton Corporation of India Ltd., Branch Office, Guntur invites sealed tenders from reputed Job Work Contractors for handling various works relating to Fully Pressed Cotton Bales like Carrying, Stacking, De-stacking, Weighment, Sample cutting etc and for handling the miscellaneous items like Tarpaulins, Grey cloth, Jute Twine and Lint boundaries in the following godown located at Kurnool District in A.P. State.

S.N.	Name of the Godown	Located at
01.	Sree Ganesh rural godown.	Dhanapuram(Village), Adoni(Mandal), Kurnool District. A.P.

Tender form can be downloaded from the website and the tenderers shall have to pay Rs.112/- including GST by DD drawn in favour of "**THE COTTON CORPORATION OF INDIA LTD., PAYABLE AT GUNTUR".** Tender form duly completed in all aspects along with EMD of Rs.20,000/- for the above godown should be submitted only in sealed cover superscribed as **"TENDER FOR JOB WORK CONTRACT IN GODOWNS FOR COTTON SEASON 2019-20"** addressed to the Asst. General Manager, should reach to the above address on or before **3:00 P.M** on **09.03.2020**. The sealed tenders received within the stipulated time shall be opened on the same day i.e. **09.03.2020** at **4:00 P.M.** in presence of the tenderers who may wish to remain present. The Tender notice is also available on websites **www.cotcorp.org.in** and **https://eprocure.gov.in**. MSME and startup firms are exempted from tender fees and EMD on production of valid MSME/startup certificate and UAM number.

ASST. GENERAL MANAGER

TERMS & CONDITIONS FOR JOB WORK AT GODOWNS FOR COTTON SEASON 2019-20

1. The last date of submission of the tender to this Office is 3:00 P.M on 09.03.2020.
   (A) The date of opening Technical Bid-I of the Tenders is on 09.03.2020 at 4.00 PM
   (B) The Financial Bid-II of the Tenders who qualified for the Technical Bid will be opened on same date i.e., 09.03.2020.

2. Tenders should be submitted in the prescribed format in form of "Bid-I and Bid-II". The Job contractors should submit these two bids in separate sealed envelopes duly marked as "Bid-I (Technical) or Bid-II (Financial)" and then place the two sealed envelopes into one envelop duly sealed and super scribed as **"Job Work Contract in Godowns for cotton season 2019-20".**

3. All columns in the tender form should be filled in clearly and legibly. Tender form found as incomplete in any respect, is liable to be rejected.

4. Contractor has to pay Rs.20,000 towards E.M.D. for each Godown/Centers along with the tender by way of DD/Pay Order of any nationalized/scheduled bank drawn in favour of The Cotton Corporation of India Ltd, Payable at Guntur. MSME firms are exempted from EMD on production of valid MSME certificate and UAM Number. No interest will be paid on EMD and EMD will be refunded after satisfactory completion of work.

5. The Contractor shall abide by all terms & conditions prescribed by the Cotton Corporation of India Ltd. The Contractor also agree to abide by all Rules, Acts, Provisions for employing labourers to do the work related to FP bales as per Minimum wages Act, Provision of Provident Fund Act, Payment of wages Act, provisions relating to employing children & women, workmen compensation Act, Bonus Act, Shops and Establishment Act, Factories Act and all other rules and acts not specified hereunto.

6. The applicant must have P.F Code No, PAN No and GST No. The certified copies of all the Certificates must be attached with Technical Bid.

7. The Contractor has to submit the certified copy of the Challan to CCI every Month, establishing payment of P.F deposited with P.F Department. In case of non-payment / less payment of P.F, the contractor will be wholly responsible for all liabilities due to P.F Dept.

8. The rates once finalized will be inclusive of any probable increase that may be made by the Government in Minimum wages Act and contractor shall not demand any proportionate increase or revision in the finalized rates till the period under the agreement is completed.

9. Other things being equal and meeting the requirements of the Corporation, preference will be given to tenderer who has quoted the lowest Job work rates. However, rates shall not be the sole criteria for appointment of contractors and other factors like quality of work by the contractor and past performance etc., shall also be considered.

10. Corporation will consider appointing such contractors those who have required infrastructure.

11. 10% deduction will be made from bills submitted by the Job work contractor as security deposit which will be released at the end of the season on satisfactory completion of work by Job work contractor. However no interest will be paid on such security deposit.

12. The rates once finalized shall be valid till 30.09.2020 and may be extended by the corporation for a further period if necessary.

13. The Job work contractor shall compensate the Corporation in the event of any delay in work on account of insufficient number of labourers supplied by the contractor. In this regard, the decision of the Godown-in-charge shall be final & binding on the contractor.

14. In case of any dispute on any terms interpretation etc. the decision of the Branch Manager Guntur shall be final and binding on both the parties.

15. The rates quoted by the party should inclusive of all but excluding GST.

16. All statutory deductions such as Income Tax, Surcharges etc., will be deducted from the bills at the prevailing rates as per Income Tax Act 1961 under Section 194(C).

17. The contractor shall undertake to compensate the corporation for any loss arising out of willful act of the contractor / labours or cause any kind of damage to the Corporation's property.

18. The contractor shall obtain worker's Insurance policy with the Insurance Company and pay the premium and shall not claim any amount from the Corporation. The contractor shall pay compensation if any in case of accidents and Corporation will not be responsible.

19. In case of any legal suit filed against the Corporation by any workmen, the Corporation is authorized to recover the loss/expenses if any from the contractor.

20. Whenever the labour department demands to furnish the records or documents pertaining to labourers, the contractor shall produce the same to their best satisfaction.

21. The Job Work Contractor will raise bill and forward it through concerned Godown Incharge to Branch Office on fortnightly basis.

22. The Loss sustained by the Corporation due to the negligence / non supply of labour by the concerned contractor, Corporation shall be liable to carry the work through other contractor and loss if any suffered by the Corporation shall be recovered from the bills / EMD's / Security Deposits of original contractor.

23. The Job Contractor shall charge the same rate as finalized in tender for loading of bales from cotton buyers to whom the cotton bales were sold by CCI at the time of loading of bales. The Job Contractor has no right to enhance the said rates under any circumstances

24. Eligibility criteria for qualify :-

    i) The tenderer must enclose demand draft of requisite amount of EMD and tender fees.
    ii) The tenderer must have Provident fund Number allotted by P.F. department.
    iii) The tenderer must have PAN allotted by Income tax department.
    iv) The tenderer must have GST No.

25. The name of the proposed godowns are as under:

Private GODOWNS:

Sl. No.	District	Name of the Godown
01	**Kurnool District**	**Sree Ganesh rural godown, Dhanapuram(V), Adoni.**

26. Corporation reserves its right to engage any number of contractors in one / all the Godowns depending upon the volume of work.

27. The successful contractor will have to enter into a contract before start of the work.

28. If any dispute arises this contract will have jurisdiction of Guntur only.

29. Dispute, if any arises out of the contract will be referred to an Arbitrator (not an employee of the Corporation) whose appointment shall be made by the Branch Manager, Guntur and the decision of the arbitrator will be binding on both the parties. The dispute shall be governed by Arbitration and conciliation Act 1996.

30. Mere submission of the tender form does not entitle any Job contractor to be engaged by the Corporation. The Corporation reserves the right to accept or reject any tender without assigning any reason thereof.

31. In case the tenderer has any query about the tender/bid terms and conditions and/or tender/bid process, he may seek clarification from the Branch office, Guntur. Further, in case tender/bid is rejected tenderer may seek the reasons for rejection from Branch Office, Guntur.

32. While unloading, loading, stacking, de-stacking of bales, the bales should be handled properly without causing any damage to the bales (bale bursting). In case of any bale bursting found in the event of loading, unloading or stacking or de-stacking, the labour contractor will have to bear the penalty as per rate decided by the Corporation. Stacking of bales also has to be done properly. In case any fault in stacking is observed by the visiting officials of the Corporation, the labour contractor has to restack properly without any charges.

Seal & Signature of the Job Contractor.

DECLARATION

I/We hereby confirm that the above clauses have been read and noted and we agree to abide by all the above Terms and Conditions.

Place:_____ Signature: _____
Date:_____ Name & Seal of the contractor _____
Address Stamp _____

Witness:

Name & Address

(1)_____
_____
_____
_____ (Signature)

(2)_____
_____
_____
_____ (Signature)

Checklist for Tenderers:

1. The tenderer must enclose demand draft of requisite amount of Rs.20,000/- for each Godown and tender form fee of Rs.112/-.
2. The tenderer must have Provident fund Number allotted by P.F. department.
3. Xerox copy of PAN No (Name of job contractor/firm and name on PAN should match)
4. Xerox copy of GST No (Name of job contractor/firm and name on GST should match)

BID-I (Technical)

THE COTTON CORPORATION OF INDIA LTD., BRANCH OFFICE: GUNTUR.
TENDER FORM FOR JOB WORK AT GODOWN FOR COTTON SEASON 2019-20

Tender Form No. : _____ Tender Form Date: _____	**Tender form fees**: Rs.112/- Including GST (Rupees One Hundred and twelve
Last date for issue of Tender:	**09.03.2020 up to 2.00 P.M.**
Last date for submission of Tender:	**09.03.2020 up to 3.00 P.M.**

Technical Bid for Job Work at Godown for Cotton Season 2019-20

1	Name of Job contractor	
2	Father's Name (if individual)	
3	Full postal address for communication with email ID and tel. no./mobile no	
4	Name of godown/ godowns for which tender is submitted	
5	Details of EMD (EMD of Rs 20,000/ for each Godown premises)	DD No._____ Date_____ Amount_____Bank_____
6	Details of tender form fee (if downloaded)	DD No._____ Date_____ Amount_____Bank_____
7	Details of Provident Fund code No. (Copy of certificate from Competent Authority to be submitted)	
8	Income Tax PAN No. (Xerox copy to be submitted)	
9	GST Registration No. (Xerox copy to be submitted)	
10	Permanent Address with tel. no./mobile no	_____ _____ _____
11	Whether the contractor is registered as MSME?	Yes/No (if Yes, Pls. attach concerned valid certificate)
12	If MSME under SC/ ST category (If yes, then UAM No. specify)	Yes/No (if Yes, Pls. attach concerned valid certificate) _____
13	If MSME is under women entrepreneur category	Yes/No (if Yes, Pls. attach concerned valid certificate)
14	Whether the contractor is under Startup category.	Yes/No (if Yes, Pls. attach concerned valid certificate)

Place:_____
Date:_____

Seal & Signature of the Job Contractor.

Note: For each Godown premises separate tender has to be submitted.

BID-II (Financial)

THE COTTON CORPORATION OF INDIA LTD.: BO: GUNTUR
TENDER FORM FOR JOB WORK AT GODOWN FOR COTTON SEASON 2019-20

Name of the Contractor:_____
Name of the Godown: _____

1.	Description of work	Unit	Quoted Rate per bale In Rs.	Weightage for each work
(i)	Rolling of bales at the time of receipt/ delivery	Per bale		20
(ii)	Bales stacking charges	Per bale		20
(iii)	Bales de-stacking charges	Per bale		20
(iv)	Bales weighment charges	Per bale		2
(v)	Sample cutting charges	Per bale		20
(vi)	Unloading from truck or trolley and stacking of tarpaulins (including rolling)/ de-stacking and loading of tarpaulins in to truck or trolley (including rolling)	Per Tarpaulin		3
(vii)	Unloading from truck or trolley and stacking of grey cloth bales (including rolling)/ de-stacking and loading of grey cloth bales in to truck or trolley (including rolling)	Per bale		5
(viii)	Loading charges for FP Bales to Container Truck	Per bale		10

Note: In case of point No. IV, if the bales are weighed in weighbridge then the bale weighment charges will not be given.

L1 will be decided on the basis of weighted average of all the above rates.
It is mandatory to quote the rates in all description of works starting S.No. from I to VIII. In case rate is not quoted, tender will be rejected.

I agree to all the terms and conditions appended to the tender and declare to abide by the same. As provided in the terms, I shall sign the written agreement for execution of all job work assigned to me by the Corporation.

Signature: _____
Name of the Contractor _____
Phone No/Mobile no. _____
Address Stamp _____

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Date: _____
Place: _____