भा.क.नि.
CCI
भारतीय कपास निगम लिमिटेड
(भारत सरकार का उपक्रम)
शाखा कार्यालय : इंडस्ट्रियल इस्टेट, मेट्टुगड्डा
महबूबनगर-509001
दूरभाष : 08542-222210, फैक्स: 08542-222211
The Cotton Corporation of India Ltd.
(A Government of India Undertaking)
District Industrial Estate, Mettugadda,
Mahabubnagar -509 001.
Tel. No.: 08542-222210; Fax: 08542-222211
E-Mail: mahabubnagar@cotcorp.com Website: www.cotcorp.org.in
CIN: U 51490 MH 1970 GOI 014733

No.CCI/MBNR/Admin/Printing/2024-25/ Date: 06.08.2024

Tender notice for printing items - Registers/Books/Pads

The Cotton Corporation of India Limited, Branch Office, Mahabubnagar intend to invite sealed tenders for printing items in 2 Bid system such as Registers, Books and pads. 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 21.08.24. Sealed tender along with EMD of Rs.10,000/-(Rupees Five Thousand only) by way of DD / Pay Order in favour of "The Cotton Corporation of India Ltd., payable at Mahabubnagar 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 21.8.2024 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.

Deputy General Manager

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सूचना का अधिकार

Ref. No. CCI/MBNR/Admin/Printing/2024-25/ Date: 06.08.2024

Terms and conditions for tender:

1. Rates must be quoted for all the items given in the Annexure – I of the tender. Rates should be inclusive of all levies and handling / transportation charges for delivery at our Branch office 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: -

   Name of Bank : Union Bank
   Account No : 331001010171094
   Branch : Mahabubnagar
   IFSC Code : UBIN0533106

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.

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 Mahabubnagar 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, Mahabubnagar after deduction of 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 21.08.2024 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).

    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 Dy. General Manager, CCI, B.O. MAHABUBNAGAR should reach the Branch Office on or before **3.00 PM** on **21.08.2024**. The sealed tenders received within the stipulated time, shall be opened on the same day on **21.08.2024 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.

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:

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Date: _____

TENDER FOR SUPPLY OF PRINTING 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.) and 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)	
7.	Whether the firm registered with MSE authorities (Yes / No), if yes please attach copy of MSE certificate with technical bid	
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:

ANNEXURE -I

(On the letter Head of the supplier)

To
The Cotton Corporation of India Ltd
Industrial Estate, Mettugadda
Mahabubnagar.

Sir,

In reference to the tender, my quotataions for each item is as under:

TENDER FOR PRINTING ITEMS

BID -II - FINANCIAL BID

क्रं.सं. **S.No.**	**वस्तु का नाम** **Name of the item**	**Pad/ Register**	**Pages**	**Approximate Requirement (In no's)**	**Rate per Each Item in Rs….Ps… (Inclusive of all expenses, excluding GST)**
01	FP Bales Moisture register	Register	100	200	
02	Grievance register	Register	50	100	
03	Cotton seed outward register	Register	100	100	
04	F.P Bales outward register	Register	100	100	
05	Kapas Inward register	Register	200	500	
06	Stock register	Register	200	300	
07	F.P.Bales outward register (Godown)	Register	200	100	
08	Officers visit Book	Pad	50	100	
09	Trial outturn register	Register	200	100	
10	Centre Imprest statement	Pad	50	50	
11	Bales Delivery challan (Godown to party)	Pad	100	200	
12	Bales Delivery challan (factory to Godown)	Pad	100	300	
13	Cotton seed readiness intimation	Pad	100	100	
14	Daily market report	Pad	100	50	

15	Heap register	Pad	100	100	
16	Insurance register	Register	50	300	
17	Kapas rejection register	Register	100	200	
18	Cotton seed sale & Delivery register	Register	100	100	
19	Bales Transit insurance	Pad	200	200	
20	F.P.Bales sales register	Register	200	100	
21	Bales stock register (center-wise/variety-wise)	Register	200	100	
22	CL Form	Pad	100	50	
23	EL Form	Pad	100	20	
24	Medical Claim application	Pad	100	25	
25	Letter Head	Pad	100	20	
26	TA Settlement proforma	Pad	100	20	

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, Mahabubnagar 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: _____