भारतीय कपास निगन लिमिटेड

शाखा कार्यालय : सिरसा

भाकनि/सिरसा/आईटी-Software/2020-21/ **दिनांक:24/12/2020**

लघु अवधि निविदा सूचना

The Cotton Corporation of India Limited, Sirsa invites sealed offers for purchase & installation of "**MS Office 2019 Home and Business" lifetime licenses.** Scope of work is described in this tender document.

Interested parties are requested to submit their tenders quotations by superscripting the envelope "TENDER FOR SUPPLY OF MS Office Home and Business 2019" to our office in sealed cover addressed to "**Dy.General Manager, The Cotton Corporation of India Limited, Kapas Bhawan, SCO 7-11, New Housing Board, Sirsa, Haryana"**.

Sr	Particulars	Description
1	Purpose of tender	Purchase & Installation of MS Office 2019 Home & Business at our office premises i.e. "**The Cotton Corporation of India Limited, Kapas Bhawan, SCO 7-11, New Housing Board, Sirsa, Haryana**)"
2	Last date & time of Submission	30-12-2020 (02.00 Hours)
3	Address for submission of bids	The Cotton Corporation of India Limited, Kapas Bhawan, SCO 7-11, New Housing Board, Sirsa, Haryana
4	Venue Date & time of opening of tender	30-12-2020 (15.30 Hours) at our office premises In the presence of representatives of the suppliers (who wish to remain present)
5	Bid validity	30 days from the last date of submission
6	Tender document can be downloaded from	Our website www.cotcorp.org.in and Govt. Tender Portal www.eprocure.gov.in
7	Tender document cost	Nil

The Corporation reserves the right to accept/reject any or all offers without assigning any reason thereof.

All costs and expenses incurred by respondents in any way associated with the development, preparation and submission of responses the attendance, meetings & discussions and providing any additional information required by The Cotton Corporation of India Limited, will be borne entirely and exclusively by the Respondent. Tenderer are advised to carefully study & examine the tender document with full understanding of its implication. This tender document is not transferable.

नियम व शर्तें Terms & Conditions :

1. Rate quoted must be firm and final and shall remain constant and shall not be subject to any upward modification what-so-ever and the rates are inclusive of all Taxes, Transportation, Installation, etc., to The Cotton Corporation of India Limited, Kapas Bhawan, SCO 7-11, New Housing Board, Sirsa, Haryana.

2. The tenderer should enclose complete details of the self-attested copies regarding their Organization such as address, Mobile/E-Mail id etc., along with their authorized dealer/Distributor certificate, GSTIN/Pan No./ etc., with the tender quoted to us.

3. The supply of software should be as per the specification and also to be made available within 3 days from the date of issue of work order.

4. No extension of time shall be granted except for natural calamities and other foreseen reasons.

5. After successful & satisfactory installation of Software in our office & receipt of Invoices. Payment will be made through NEFT/RTGS on having the good services rendered by you.

6. Corporation reserves its right to accept/reject any tender(s). However, the tenderer may seek the reasons for rejection of their tender from the Corporation.

7. Corporation reserve the right to increase and decrease the quantity at the time of order.

8. The tenderer should comply with the above said conditions.

उप महा प्रबंधक

<u>निविदाकर्ता द्वारा घोषणा</u>

मैंने/हमने निविदा की समस्त नियम व शर्ते पढ ली हैं व इनसे सहमत है ।

दिनांक: **नाम:**

स्थान **पता:**

फर्म की मोहर

भारतीय कपास निगम लिमिटेड
THE COTTON CORPORATION OF INDIA LTD.
(भारत सरकार का उपक्रम)
(A GOVERNMENT OF INDIA UNDERTAKING)
कपास भवन : एस सी ओ 7 से 11 न्यू हाउसिंग बोर्ड, बरनाला रोड, सिरसा (हरियाणा) –125055
Kapas Bhawan : S.C.O. 7 to 11, New Housing Board, Barnala Road, Sirsa(Hry.) 125055
दूरभाष : 01666-248601, 248602, 248605 फैक्स: (01666) 248604
Website: www.cotcorp.gov.in Email: sirsa@cotcorp.com
Ministry of Textiles (Govt.of India), Website : www.ministryoftextiles.gov.in

Supply and Installation of 7 no's MS Office 2019 Home and Business License
(Price Quotations)

क्रं.सं.	विवरण	राशि रूपये में
1	1.) Cost of 12 Nos MS Office 2019 Home and Business License 2.) Taxes (if any) Please Specify)	
	Total	
Terms	I/We hereby, undertake that we shall not ask for any other charges other than the charges specified above. We also confirm that we will make our own arrangements at our own cost for Transportation, labor, installation, travelling, boarding, lodging, communications etc., for successful implementation of the project at your site.	

Note: The tender should be signed by the person having necessary authorization

Signature of the Authorized person :

Name of the Party :

Address with Seal :

Contact No. :

GST/Pan Of the Party :

On Letter head of the firm

Self-Declaration

Date:_____

Ref:_____

To,
Dy General Manager
The Cotton Corporation of India limited
Kapas Bhawan, SCO 7-11,
New Housing Board, Sirsa (Hry.)

In response to the tender No._____Dated._____

As a owner/ Partner / Director of_____I/We

Hereby declare that our Agency_____is having

Unblemished past record and was not declared ineligible for corrupt and fraudulent practices

either indefinitely or for a particular period of time.

I/We M/s_____(Name of the

Company has not been blacklisted in any department of Government of India or any State Government.

I/We hereby declare that there are no pending cases against

M/s_____ (Name & Address of Bidder) with any

Department of Government of India or any State Government or any other court of law.

I/We hereby declare that Bidder's company or Director/ Owner of the company have not been

declared by any Court or Competent Authorities in solvent or involved in any fraudulent mean

(Economical & Criminal) as on Date. _____.

Name of the Bidder :

Signature :

Complete Address :
(with seal of the Organization)