भा.क.नि.

CCI

THE COTTON CORPORATION OF INDIA LTD.

(A Government of India Undertaking)
BRANCH OFFICE:2ND & 3RD Floor, V.L.Chittimalla Complex, H.No.16-07-109, Laxmipuram,
Near Old Grain Market, Warangal – 506002 (T.S.)
CIN:U51490MH1970GO1014733
Phone No.0870–2565088, 2429394, Fax No.0870-2501451
Website: www.cotcorp.gov.in. **E-Mail:** warangal@cotcorp.com
Ministry web: www.texmin.nic.in

REF: CCI / WGL /P&S/2019-20/ DATE: 24.09.2019

TENDER NOTICE FOR PRINTING & STATIONERY ITEMS

THE COTTON CORPORATION OF INDIA LTD, BRANCH OFFICE, WARANGAL INVITES SEALED TENDERS FROM REPUTED SUPPLIERS OF PRINTING AND STATIONERY ITEMS (.) THE PRESCRIBED TENDER FORM ALONGWITH TERMS AND CONDITIONS CAN BE OBTAINED FROM THE BRANCH OFFICE ON ANY WORKING DAY ON PAYMENT OF **RS.112/-** **(**RUPEES ONE HUNDRED AND TWELVE ONLY) BY WAY OF D.D./PAY ORDER (.) SEALED TENDER ALONGWITH EMD OF **RS.10,000/-(**RUPEES TEN THOUSAND ONLY) BY WAY OF D.D/PAY ORDER OF ANY NATIONALISED BANK IN FAVOUR OF THE COTTON CORPORATION OF INDIA LTD, PAYABLE AT WARANGAL SHOULD REACH ON OR BEFORE **10.10.2019** UPTO **02.00PM** AND SAME SHALL BE OPENED ON THE SAME DAY AT **02.30PM** THE TENDER CAN BE DOWNLOADED FROM WEB-SITE OF THE CORPORATION http://www.cotcorp.org.in OR AT GOVT. PORTAL http://www.eprocure.gov.in. MSME AND STARTUP FIRMS ARE EXEMPTED FROM TENDER FEES AND EMD ON PRODUCTION OF VALID MSME / STARTUP CERTIFICATE. DECLARATION OF UAM NUMBER BY MSME BIDDERS ON CENTRAL PUBLIC PROCUREMENT PORTAL (CPPP) IS MANDATORY FAILING WHICH SUCH BIDDERS WILL NOT BE ABLE TO ENJOY THE BENEFITS AS PER PP POLICY FOR MSMEs ORDER, 2012(.)

DY. GENERAL MANAGER

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भारतीय कपास निगम लिमिटेड :: वरंगल

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GST No.36AAACT4053B2ZS **CIN: U51490MH1971GO1014733**

TECHNICAL BID – I

निविधा फार्म क्रमांक / Tender form No.: _____

जारी करने की तारीख / Date of issue : 24.09.2019

प्रस्तुत कारने की अंतिम तारीख / Last date of submission: 10.10.2019 upto 02.00 PM

निविधा खोलने की तारीख / Date of opening of tender : 10.10.2019 at 02.30 PM

Tender form for supply of Printing and Stationery Items

1.	NAME OF THE FIRM	
2.	FULL POSTAL ADDRESS WITH TELEPHONE NO. / MOBILE NO.	
3.	NAME OF THE PROPRIETOR / PARTNERS / DIRECTORS.	
4	PAN No. (Photo copy of the PAN card to be enclosed)	
5	EARNEST MONEY DEPOSIT (EMD)	D.D. No:_____ Dated:_____ Amount Rs:_____ Drawn on_____
6	WHETHER FIRM IS UNDER MSME CATEGORY (Copy of valid MSME Certificate should be enclosed)	YES/NO

Terms and Conditions :

1) Tenders in prescribed format in sealed cover addressed to The Dy. General Manager, CCI Ltd., Warangal duly super scripted as "Tender for Supply of Printing and Stationery Items" should reach office on or before 10.10.2019 upto 02.00 PM. The received tenders shall be opened on the same day i.e., on 10.10.2019 at 02.30 PM in presence of tenderers or representative who wish to remain present.
2) **Interested parties should submit 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, Photostat copy of PAN card and 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 taxes (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 shall be reliable to reject.
4) All printing items should be in bilingual along with RTI logo.
5) The rates are inclusive transportation of the printing items to the branch office, Waranga.
6) Printers may verify the proformas for the purpose of printing at the above address during working hours on any working day before submission of their tender form.
7) 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, Supplier shall have to use good quality of card board, rexine, cloth and quality gum as per the requirements /specifications.
8) The corporation may accept/reject any/all part/full tender without assigning any reasons whatsoever and the decision of the Branch manager is final and binding on all.
9) Pan number should be mentioned in the Technical Bid of the tender form.
10) L-1 rates will be decided Item-wise.
11) F.P. Cloth labels should be of good quality canvas and as per sample provided to you.
12) 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.
13) Interested parties shall have to submit their sealed tenders mentioned as per Sr.No.2 above along with EMD of Rs.10000/-(Rupees Ten Thousand only) by way of Demand Draft of any nationalized bank drawn in favour of "The Cotton Corporation of India Ltd. payable at Warangal. The EMD amount shall be paid to the party after completion of the contract work.
    Note: Quotation/Tenders without EMD will not be considered.
14) 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.
15) 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.
16) The Corporation reserves its right to increase / decrease the quantity of items to be supplied by the successful bidder without assigning any reason thereof. The quantity mentioned in the quotation is subject to change as per requirement.

17) Supply order shall be placed as per requirement and Printing has to be done as per requirement.
18) The qualified party has to supply the required order quantity within 7 days 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.
19) 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 them all for fullest compliance thereof failure which the Corporation reserves its right to forfeit the EMD of Rs.10000/- 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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FINANCIAL BID-II
TENDER FOR PRINTING AND STATIONERY ITEMS

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)
01	Approval Note Pad (Yellow colours 200 leaves each pad)	As per sample with bilingual	10	
02	Auction bidding slip (1+2 thick 100 sets each pad with side cloth binding, each set serially numbered, 1st page pink, 2nd page green, 3rd page yellow)	-do-	1000	
03	Petty Cash Voucher (200 Leaves each pad 8.0kg)	-do-	20	
04	Cash receipt 1+ 2 white, yellow & pink	-do-	30	
05	DD / Cheque Covering letter pad (1+2 thick 100 sets each pad , 1st page white, 2nd page red, 3rd page yellow)	-do-	20	
06	Cotton seed readiness intimation (200 sheets 8.0 kg)	-do-	100	
07	Cotton seed delivery challan (200 leaves each pad, paper 8.0 gk	-do-	100	
08	Cotton seed debit note pads 200 leaves 8.0kg	-do-	50	
09	Cotton Seed Receipt Books A/C 2 Colour 1+1	-do-	20	
10	Daily Market report (Bilingual) 200 leaves each pad	-do-	50	
11	Daily purchase report (300 leaves each pad, white paper 8.0 kg)	-do-	100	
12	Daily processing returns (200 leaves each pad, white paper 8.0 kg)	-do-	100	
13	F.P.Bales delivery challan (200 leaves each pad,white paper 8.0 kg)	-do-	100	

14	F.P.Bales transit insurance/transfer slip (200 leaves each pad, white paper 8.0 kg)	-do-	300	
15	F.P.Bales weight list (200 leaves each pad, white paper 8.0 kg)	-do-	300	
16	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	
17	Ginning bill covering letter (200 leaves each pad 8.0kg)	-do-	100	
18	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-	50	
19	Imprest State ment	-do-	100	
20	Imprest Cash Voucher (200 leaves each pad 8.0kg)	-do-	50	
21	Kapas purchase register statement (1+3 thick paper 8.0 kg, 100 sets each pad, top cloth binding, 1st page white, 2nd page pink, 3rd yellow, 1st & 2nd page peferation 8.0 kg)	-do-	50	
22	Letter head big with bilingual 200 leaves pad	-do-	10	
23	Pressing Bill covering letter (200 leaves each pad, 8.0 kg)	-do-	100	
24	F.P.bales storage Return pad (200 leaves each pad 8.0kg)	-do-	50	
25	Sample slip pads (200 leaves each pad, white paper 8.0 kg)	-do-	300	
26	Transit Insurance declaration (HO) (200 leaves each pad, 8.0 kg)	-do-	20	
27	T.A. Claim Proforma Pad (Bilingual)	-do-	10	
28	Medical reiumbersment form with bilingual (200 leaves each pad 8.0kg)	-do-	10	
29	Weekly insurance pads (200 leaves each pad, 8.0 kg)	-do-	50	
30	Stock register with binding(centre) (100 pages each , hard bound)	-do-	100	
31	Salary Register	-do-	2	
32	D.O.advise pad (200 leaves each Pad 8.0kg)	-do-	10	
33	Ginning / Processing approval notepad (200 leaves each pad, 8.0 kg)	-do-	100	
34	Pressing / Processing approval notepad (200 leaves each pad, 8.0 kg)	-do-	100	
35	Loan Register (EST)	-do-	2	

36	Invoice /debit credit note pads (200 leaves each pad 8.0kg.)	-do-	50	
37	Ceiling Register with bound 100 pages	-do-	50	
38	Sample Drawing Register with bound 100 pages	-do-	80	
39	F.P. bales delivery godown register with bound 100 pages	-do-	100	
40	Kapas /bales transporation covering pad 1+1 (white,pink colors 200 leaves each pad)	-do-	50	
41	F.P. Bales Daily Godown Stock Register with bound 100 pages	-do-	100	
42	C.L. form pads (Billingual 100 leaves each pad	-do-	20	
43	E.L. form pads (Billingual) (each pad 100 leav es)	-do-	10	
44	F.P. Bales Godown Stock Compartmentwise Register (with bound 100 pages)	-do-	100	
45	Kapas Inward Register (with bound 100 pages)	-do-	200	
46	Trail Out Turn Pads 3 Clour 1+2	-do-	50	
47	Officers Visit Books	-do-	20	
48	H.Q. Leaving Application Pads	-do-	10	
49	Outward Register (with bound 100 pages)	-do-	100	
50	D.O. Advise Register	-do-	100	
51	F.P.Bales Stock Register (Mktg.-Sales)	-do-	50	
52	Kapas Purchase bills forwarding pads (200 leaves each pad 8.0kg.)	-do-	50	
53	Trail Out turn registers	-do-	50	
54	Cotton Seed Invoice pad (Colours 1+3 and 200 leaves each pad 8.0kg.)	-do-	200	
55	Register for 8 Printing Items with bound 100 pages	-do-	200	
56	Cash Imprest Statement with 50 leaves each Pad.	-do-	60	
57	Bank Payment Voucher (200 leaves each pad 8.0kg.)	-do-	50	
58	Flat file with Printing	-do-	2,000	
59	GST Delivery Challan Pad	-do-	200	
60	Cotton Seed Sale Register with bound 100 pages	-do-	100	

61	Kapas Purchase Register/Statement (1+3 Colors With Hard bound 400 Leaves)	-do-	10	
62	F.P. Bales Delivery Advice Register	-do-	04	
63	Misc.Items Pad (1+2 Colors) (200 leaves each pad 8.0kg.)	-do-	20	
64	Envelop Covers with Printing Size 11x5 cm	-do-	2,000	
65	F.P. Balaes Cloth Lable	" 12x8 "	6,00,000	

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

Authorized Signature:_____

Name of The Printer:_____

Address of the Printer with Seal:_____

_____

Place:_____

Date:_____