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/2020-21/ Date: 10.09.2020

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 DD / pay order. Sealed tender alongwith EMD of Rs.10,000/-(Rupees Ten Thousand only) by way of DD / Pay Order in favour of "The Cotton Corporation of India Ltd., payable at Warangal or by Electronic Fund Transfer / Digital mode of payment such as BHIM, UBI and RTGS / NEFT. Electronic Fund Transfer will be valid subject to confirmation of realization should reach on or before 22.09.2020 upto 03.00pm and same shall be opened on the same day at 03.30pm 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. MSEs and Startup Firms are exempted from tender fees and EMD on production of valid MSEs / Startup Certificate declaration of UAM number by MSEs 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 MSEs order 2012.

DY. GENERAL MANAGER

भारतीय कपास निगम लिमिटेड :: वरंगल

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

Tender Form Fees: Rs.112/- Including GST
(Rupees One Hundred and twelve only)

TECHNICAL BID – I

निविधा फार्म क्रमांक / Tender form No.: _____

जारी करने की तारीख / Date of issue : 10.09.2020

प्रस्तुत कारने की अंतिम तारीख / Last date of submission: 22.09.2020 upto 03.00 PM

निविधा खोलने की तारीख / Date of opening of tender : 22.09.2020 at 03.30 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	Tender Fee Details (Rs.112/-)	Instrument No.(DD/P.O) /UTR No. /Unique No. / Transaction Number::_____ Name of Bank:_____ Amount:_____

Seal & Signature of Authorized Signatory:_____

6	EARNEST MONEY DEPOSIT (EMD) Details (Rs. 10,000/-)	Instrument No.(DD/P.O) /UTR No. /Unique No. / Transaction Number::_____ Name of Bank:_____ Amount:_____
7	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 22.09.2020 upto 03.00 PM. The received tenders shall be opened on the same day i.e., on 22.09.2020 at 03.30 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, Warangal.
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) Tenderers will have to deposit **Rs.10,000/- (Rs. Ten Thousand only) as EMD** by way of DD/Pay order drawn in favour of "THE COTTON CORPORATION OF INDIA LTD" payable of any Nationalized /Scheduled Bank or by Electronic Fund Transfer/ Digital mode of payment such as BHIM, UPI , RTGS/NEFT. Electronic Fund transfer will be valid subject to confirmation of realization. The Cotton Corporation of India Limited Account No 076011011009999, IFSC Code ANDB0000760. The firms which comes under MSEs(Micro & Small Enterprises) and are registered with MSEs (Micro & Small Enterprises) authorities are exempted from tender fees and EMD on production of valid MSEs certificate along with Technical bid. The MSE certificate should be relevant to nature of work of tender. No interest will be paid on EMD and EMD will be refunded after satisfactory completion of 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.

Seal & Signature of Authorized Signatory:_____

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:_____

Seal & Signature of Authorized Signatory:_____

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Date:10.09.2020

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)
1	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)	As per sample with bilingual	1000	
2	Cash/ Bank receipt 1+ 2 white, yellow & pink	-do-	30	
3	DD / Cheque Covering letter pad (1+2 thick 100 sets each pad , 1st page white, 2nd page red, 3rd page yellow)	-do-	20	
4	Cotton seed readiness intimation (200 sheets 8.0 kg)	-do-	100	
5	Cotton seed delivery challan (200 leaves each pad, paper 8.0 gk	-do-	100	
6	Cotton seed debit note pads 200 leaves 8.0kg	-do-	50	
7	Daily purchase report (300 leaves each pad, white paper 8.0 kg)	-do-	200	
8	Daily processing returns (200 leaves each pad, white paper 8.0 kg)	-do-	200	
9	F.P.Bales delivery challan (200 leaves each pad,white paper 8.0 kg)	-do-	200	
10	F.P.Bales transit insurance/transfer slip (200 leaves each pad, white paper 8.0 kg)	-do-	300	
11	F.P.Bales weight list (200 leaves each pad, white paper 8.0 kg)	-do-	300	

Seal & Signature of Authorized Signatory:_____

12	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	
13	Ginning bill covering letter (200 leaves each pad 8.0kg)	-do-	100	
14	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-	100	
15	Imprest State ment	-do-		
16	Imprest Cash Voucher (200 leaves each pad 8.0kg)	-do-	50	
17	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-	10	
18	Letter head big with bilingual 200 leaves pad	-do-	20	
19	Pressing Bill covering letter (200 leaves each pad, 8.0 kg)	-do-	200	
20	F.P.bales storage Return pad (200 leaves each pad 8.0kg)	-do-	100	
21	Sample slip pads (200 leaves each pad, white paper 8.0 kg)	-do-	300	
22	Transit Insurance declaration (HO) (200 leaves each pad, 8.0 kg)	-do-	100	
23	Weekly insurance pads (200 leaves each pad, 8.0 kg)	-do-	50	
24	Stock register with binding(centre) (100 pages each , hard bound)	-do-	200	
25	D.O.advise pad (200 leaves each Pad 8.0kg)	-do-	10	
26	Ginning / Processing approval notepad (200 leaves each pad, 8.0 kg)	-do-	100	
27	Pressing / Processing approval notepad (200 leaves each pad, 8.0 kg)	-do-	100	
28	Loan Register (EST)	-do-	5	
29	Invoice /debit credit note pads (200 leaves each pad 8.0kg.)	-do-	100	
30	Ceiling Register with bound 100 pages	-do-	50	
31	Sample Drawing Register with bound 100 pages	-do-	100	

Seal & Signature of Authorized Signatory:_____

32	F.P. bales delivery godown register with bound 100 pages	-do-	100	
33	Kapas /bales transporation covering pad 1+1 (white,pink colors 200 leaves each pad)	-do-	50	
34	F.P. Bales Daily Godown Stock Register with bound 100 pages	-do-	100	
35	C.L. form pads (Billingual 100 leaves each pad	-do-	10	
36	E.L. form pads (Billingual) (each pad 100 leav es)	-do-	10	
37	F.P. Bales Godown Stock Compartmentwise Register (with bound 100 pages)	-do-	100	
38	Kapas Inward Register (with bound 100 pages)	-do-	100	
39	Trail Out Turn Pads 3 Clour 1+2	-do-	50	
40	Officers Visit Books	-do-	20	
41	H.Q. Leaving Application Pads	-do-	10	
42	Outward Register (with bound 100 pages)	-do-	100	
43	Kapas Purchase bills forwarding pads (200 leaves each pad 8.0kg.)	-do-	50	
44	Trail Out turn registers	-do-	50	
45	Cotton Seed Tax Invoice pad (Colours 1+3 and 200 leaves each pad 8.0kg.)	-do-	200	
46	Register for 8 Printing Items with bound 100 pages	-do-	100	
47	Cash Imprest Statement with 50 leaves each Pad.	-do-	50	
48	Bank Payment Voucher (200 leaves each pad 8.0kg.)	-do-	50	
49	Flat file with Printing	-do-	2,000	
50	GST Delivery Challan Pad	-do-	200	
51	Cotton Seed Sale Register with bound 100 pages	-do-	100	
52	F.P. Bales Delivery Advice Register	-do-	5	
53	Misc.Items Pad (1+2 Colors) (200 leaves each pad 8.0kg.)	-do-	50	
54	Envelop Covers with Printing Size 11x5 cm	-do-	2,000	

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55	F.P. Balaes Cloth Lable	-do-	5,00,000	
56	Proforma Invoice Pads	-do-	100	
57	Insurance Registers	-do-	200	
58	F.P Bales Weight Registers	-do-	200	
59	Rejection Register	-do-	200	
60	F.P Bales Tax Invoice pad (Colours 1+3 and 200 leaves each pad 8.0kg.)	-do-	200	
61	A4 Size paper bundles with 75GSM B2B / JK Copier	-do-	500	
62	Multi Colour Flex Banner Size 8x4 Sq.Ft (Quality as per Sample)	-do-	200	
63	Multi Colour Flex Banner Size 6x4 Sq.Ft (Quality as per Sample)	-do-	100	
64	Multi Colour Flex Banner Size 5x4 Sq.Ft (Quality as per Sample)	-do-	50	
65	Multi Colour Flex Banner Size 4x3 Sq.Ft (Quality as per Sample)	-do-	50	
66	Pamphlets A4 Size Colour Paper (Quality as per Sample)	-do-	50,000 Copies (Lump Sum Rate to be quoted (Inclusive of all taxes, except GST))	

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:_____

Seal & Signature of Authorized Signatory:_____