भारतीय कपास निगम लिमिटेड

THE COTTON CORPORATION OF INDIA LTD.

साइट नं.46, 4 th स्ट्रीट कोतारी लैआऊट,बी.आर.नगर, त्रिचि रोड, कोयंबत्तूर- 641 005.

(भारत सरकार का उपक्रम) / (A Government of India Undertaking)

Site No: 46, 4th Street, Kothari Layout, B.R.Nagar, Trichy Road, Coimbatore-641 005.

Phone No.2314461/2313856 e-mail: coimbatore@cotcorp.com

सं:भा.क.नि/कोयं/विपणन/2025-26 / **दिनांक:18-12-2025**

TENDER NOTICE FOR JOB WORK AT GODOWNS

The Cotton Corporation of India Ltd., Branch Office Coimbatore invites sealed Tenders from reputed Job Work Contractors for handling various works relating to Fully Pressed Cotton Bales like Carrying, De-stacking, Weighment, Sample cutting etc and for handling the miscellaneous items like Tarpaulins, Grey cloth, Jute Twine and Lint boundaries in various godowns located in below mentioned districts to various Godowns (CWC/SWC/SOCIETY/PRIVATE/RMC & ANY OTHER GODOWNS)

"Virudhunagar, Trichy, Salem, Theni, Tuticorin, Perambalur, Dharmapuri, Tirupur, Ariyalur & Coimbatore".

Tender form can be downloaded from the website and the tenderers shall have to pay Rs.118/- including GST by DD drawn in favour of **The Cotton Corporation of India Ltd.,** payable at Coimbatore Tender form duly completed in all aspects along with EMD of Rs.20,000/- for each godown should be submitted only in sealed cover super scribed as "Tender for Job Work Contract in Godowns for cotton season 2025-26." addressed to the General Manager, should reach to the above address on or before 3.00 P.M on 07-01-2026 The sealed tenders received within the stipulated time shall be opened on the same day i.e., on 07-01-2026 at 3.30 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 **www.eprocure.gov.in** MSE and startup bidders are exempted from tender fees and EMD on production of valid MSE /startup certificate.

महाप्रबंधक

TENDER FOR JOB WORK AT GODOWNS for Cotton Season 2025-26

Terms & Conditions:

1. The last date of submission of the tender to this Office is 3.00 P.M on 07-01-2026
   (A) The date of opening Technical bid-I of the tender is on 07-01-2026 at 3.00 PM
   (B) The Financial bid-II of the tenders who qualified for the technical bid will be opened on 07-01-2026 at3.30 PM.
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 2025-26.
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. The Contractor having legal dispute continuing /pending with the Cotton Corporation of India Ltd as well due payable by the Contractor is not eligible to participate.
5. 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 Coimbatore, Electronic Fund Transfer/Digital mode of payment should be made through UPI/BHIM-UPI QR Code and RTGS/NEFT. Electronic Fund transfer will be valid subject to confirmation of realization.
6. MSE bidders are exempted from EMD, Security Deposit & Tender Fees on production of valid MSE certificates. The MSE Certificate should be relevant to nature of work of Tender. No interest will be paid on EMD & Security Deposit. EMD & Security Deposit will be refunded after satisfactory completion of work by JOB WORK CONTRACTOR or on expiry of contract, whichever is earlier. However, no interest will be paid on such security deposit.
7. For Making Online payments bidders can deposit amount in below bank account details.

Bank Name:	Bank of Baroda
Name of the Account:	The Cotton Corporation of India Ltd
Branch:	Coimbatore Main Branch, Ground Floor 82 Bank Road, Opp. Railway Station, Coimbatore-641018, Tamilnadu.
Account No:	05470500002048
IFSC Code:	BARB0COIMBA (Fifth character is a zero)

8. 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. Violation of any such rules will invoke penal action on the contractor as per laws.
9. 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.
10. 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.
11. 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.

12. 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 having clean track record and no pending disputes with CCI and past performance etc., shall also be considered
13. Corporation will consider appointing such contractors those who have required infrastructure.
14. The Job Work Contractor will raise bill and forward it through concerned Godown Incharge to Branch Office on monthly basis latest by 5th of every month along with all supporting documents, P.F. Challan etc. duly acknowledged by Centre Incharge.
15. The bills submitted by the party as mentioned in Point No. 13 shall be processed by the Corporation at the earliest and the payment against the same shall be released within maximum period of 45 days from the date of receipt of bill after making deductions towards TDS, TDS on GST, 10% security deposit etc. The security deposit may be released after satisfactory completion of work by JOB WORK CONTRACTOR or on expiry of contract and satisfactory completion of service whichever is earlier. However, no interest will be paid on such security deposit.
16. The rates once finalized shall be valid till **30-09-2026** and may be extended by the corporation for a further period if necessary.
17. 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.
18. In case of any dispute on any terms interpretation etc. the decision of the General Manager, Coimbatore shall be final and binding on both the parties.
19. The rates quoted by the party should inclusive of all levies, charges, taxes etc. but excluding GST.
20. The applicable statutory deductions, such as Income Tax, GST TDS, and TDS surcharges, will be deducted from the bills at the prevailing rates as prescribed by the Income Tax Act 1961 and the GST Act 2017.
21. The contractor will ensure proper safety of the goods/stock of Corporation. The contractor shall undertake to compensate the corporation for any loss arising out of wilful act of the contractor / labours or cause any kind of damage to the corporation's property. Also, contractor will be penalized for any kind of mishandling of Corporation's stock resulting in damage to quality/packing as determined by Corporation.
22. 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.
23. 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.
24. Whenever the labour department demands to furnish the records or documents pertaining to labourers, the contractor shall produce the same to their best satisfaction.
25. The Loss sustained by the Corporation due to the negligence / non supply of labour by the concerned contractor, Corporation shall carry out 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. Such contractor shall be debarred for doing business with Corporation for the next two cotton seasons.
26. 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.

27. Eligibility criteria for qualify:-
    I. The tenderer must pay the EMD amount as per tender terms by way of of DD/pay order of any nationalized/scheduled bank drawn in favour of The Cotton Corporation of India Ltd, Payable at Coimbatore or by way of Electronic Fund Transfer /Digital mode of payment through UPI/BHIM-UPI QR Code / RTGS / NEFT. The Electronic Fund transfer will be considered as valid on submission of proof of payment with tender and subject to confirmation of its' realization in bank. MSE bidders are exempted from EMD on production of valid MSE certificate. However, security deposit of Rs.20,000/- for each godown/center separately will have to be deposited in branch office by successful MSE bidders within 10 days of issuing the work order by way of demand draft/ Online payment.
    II. The tenderer must have Provident fund Number allotted by P.F. department. (Copy of same should be enclosed with tender document)
    III. The tenderer must have PAN allotted by Income tax department. (Copy of same should be enclosed with tender document)
    IV. The tenderer must have GST No. (Copy of same should be enclosed with tender document)
28. The name of the proposed godowns in various godowns located in below mentioned districts to various Godowns (CWC/SWC/SOCIETY/PRIVATE/RMC & ANY OTHER GODOWNS)

    "Virudhunagar, Trichy, Salem, Theni, Tuticorin, Perambalur, Dharmapuri, Tirupur, Ariyalur & Coimbatore".

29. Corporation reserves its right to engage any number of contractors in one / all the Godowns depending upon the volume of work.
30. The successful contractor will have to enter into a contract before start of the work.
31. If any dispute arises this contract will have jurisdiction of Coimbatore only.
32. In case of any dispute arises out of this contract, will be referred to an Arbitrator (not an Employee of the Corporation) whose appointment will be made by the Branch Head, Coimbatore. The dispute shall be governed by Arbitration and Conciliation Act 1996. The decision is binding on both the parities.
33. 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.
34. 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 Coimbatore Further, in case tender/bid is rejected tenderer may seek the reasons for rejection from Branch Office Coimbatore.
35. Job contractor should ensure the availability of adequate labourers as per requirement and the work should be completed on time.
36. The Job work Contractor shall ensure to provide adequate trollies for stacking & destacking of bales at CWC/SWC/RMC/Co-operative Godown.
37. In case the L1 tenderer refuse to work at the rates quoted by him, such Job work tenderer shall be debarred for the next 2 cotton seasons.
38. If any tenderer quotes Zero/NIL, then the tender bid will be treated as unresponsive & the bid will not be considered.
39. The quoted rates will be accepted up to two decimals and the rest will be ignored.

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/-
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)

THE COTTON CORPORATION OF INDIA LTD., BRANCH OFFICE : COIMBATORE
TENDER FORM FOR JOB WORK AT GODOWN FOR COTTON SEASON 2025-26

Tender Form No. : _____ **Tender form fees**: Rs.118/- Including GST

Tender form Date: _____ (Rupees One Hundred and Eighteen only)
Last date for issue of Tender : 07-01-2026 up to 3.00 P.M
Last date for submission of Tender : 07-01-2026 up to 3.30 P.M

Technical bid for Job work at Godown for Cotton Season 2025-26.

1. Name of Job contractor : _____

2. Father's Name (if individual) : _____

3. Full postal address for communication With email id and tel. no. : _____

4. Name of godown/ godowns for which tender Is submitted : _____

5. Details of EMD : DD No._____date:_____
(EMD of Rs……. for each Godown premises) : Amount Rs._____Bank_____

6. Details of tender form fee : DD No._____date:_____
(if downloaded)
: Amount Rs._____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. :_____

_____

_____

11. Whether the contractor is registered as MSME : Yes/ No
(if Yes, Pls. attach concerned valid certificate)

12. If MSME under SC/ ST category : 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)

15. Details of Bank Account
Name of the account holder _____

Bank Name _____ **Branch Name** _____

IFSE Code_____ **Account No.**_____

Seal & Signature of the Job Contractor.
Place:
Date:

THE COTTON CORPORATION OF INDIA LTD. BO. COIMBATORE
TENDER FORM FOR JOB WORK AT GODOWN FOR COTTON SEASON 2025-26

Name of the Contractor:_____

Name of the Godown Location: _____

1.	**Description of work**	Unit	Quoted Rate per unit In Rs. inclusive of all but Excluding GST	Weightage for each work
(i)	**Bales de-stacking charges**	Per bale		42
(ii)	**Rolling of bales at the time of delivery**	Per bale		42
(iii)	**Bales weighment charges**	Per bale		1
(iv)	**Sample cutting charges**	Per bale		3
(v)	**Unloading from truck or trolley and stacking of tarpaulins (including rolling)/ destacking and loading of tarpaulins in to truck or trolley (including rolling)**	Per Tarpaulin		1
(vi)	**Unloading from truck or trolley and stacking of grey cloth bales (including rolling)/ destacking and loading of grey cloth bales in to truck or trolley (including rolling)**	Per bale		1
(vii)	**Loading charges for FP Bales to Container Truck (For Exports)**	Per bale		5
(viii)	**Loading charges for FP Bales to CCI/CCI Buyer**	Per bale		5

Note: L-1 will be decided on the basis of weighted average of all the above rates.

1. In case of point No. III, if the bales are weighed in weighbridge, then the bale weighment charges will not be given.
2. If any tenderer quotes Zero/NIL, then the tender bid will be treated as unresponsive & the bid will not be considered.
3. The quoted rates will be accepted up to two decimals and the rest will be ignored.

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.

Date:
Place: Signature:

Name of the Contractor: _____
Phone No:_____
Address Stamp:

AN AGREEMENT MADE AT …….. ON THIS _____ DAY OF _____ 20_____-BETWEEN THE COTTON CORPORATION OF INDIA LIMITED, A COMPANY REGISTERED UNDER THE COMPANIES ACT, 2013 HAVING ITS REGISTERED OFFICE AT , MUMBAI 400 021.(HEREIN AFTER FOR BREVITY'S SAKE, CALLED THE "CORPORATION" WHICH EXPRESSION SHALL UNLESS REPUGNANT TO THE CONTEXT OR MEANING THEREOF INCLUDE ITS SUCCESSORS AND ASSIGNS) OF THE FIRST PART AND A PROPRIETORSHIP FIRM / PARTNERSHIP / CO-OPERATIVE SOCIETY M/s_____ _____REPRESENTATED BY IT PROPRIETOR/PARTNER _____JOB WORK CONTRACTOR (HEREIN AFTER FOR BREVITY'S SAKE CALLED "THE JOB WORK CONTRACTOR" WHICH EXPRESSION SHALL UNLESS REPUGNANT TO THE CONTEXT OR MEANING THEREOF INCLUDE ITS SUCCESSORS AND ASSIGNS) OF THE SECOND PART AND WHEREAS THE JOB WORKS CONTRACTOR HAS AGREED TO DO THE WORK OF JOB WORK AT GODOWNS FOR THE CORPORATION DURING THE COTTON SEASON 2025 -26 (I.E. 01-10-2025 TO 30-09-2026) ON CONTRACT BASIS.

AND WHEREAS THE CORPORATION HAS ACCEPTED THE OFFER ON THE TERMS & CONDITIONS CONTAINED AS FOLLOWS:-

I/ WE SHRI/M/S_____ CONTRACTOR TO DO THE JOB WORK, ACCORDING TO THE SPECIFICATION AND SATISFACTION OF THE CORPORATION AT VARIOUS GODOWNS NOMINATED BY THE COTTON CORPORATION OF INDIA LTD. BO, …… AT _____ OUR PROVIDENT FUND CODE NO._____ AND INCOME TAX PAN NO._____

TERMS & CONDITIONS:

1. The terms and conditions of Job work tender dated _____are integral part of this agreement and shall be read as part of this agreement except herein below or otherwise amended or modified.
2. The rates for Job work are as per Annexure-A enclosed.
3. I/We, the Job work contractor agree to the deduction of 10% from every bill submitted by us towards security deposit which will be released at the end of the season on completion of work, satisfactorily. Completion certificate to be obtained from concerned Centre incharge. However, no interest will be paid on such security deposit.
4. I/We, the Job work contractor also agree to abide by all terms & conditions mentioned in the tender dtd. …… by the Cotton Corporation of India Ltd, I/We, the Job contractor also agree to abide by all Rules, Acts, Provisions including minimum Wages Act, Payment of Wages Act, Provisions relating to employing children and women, workmen compensation Act, Provident Fund Act, Bonus Act, Shops and Establishment Act, Factories Act and all other rules and acts not specified hereunto. for employing laborers to do the work of handling of bales and Misc. Items such as Tarpaulins , Lint boundaries, Grey cloth and Jute twin etc.,
5. I/ We, the Job work contractor agree to submit the certified copy of the P.F. Challan to CCI every Month, establishing the payment of P.F. deposited with P.F Department. In case of non - payment / less payment of P.F., I / We will be wholly responsible for all liabilities due to P.F Department.
6. I / We, the Job work contractor also give an undertaking that the Cotton Corporation of India Ltd., will not be responsible for non-payment of any dues directly to the laborers and we shall be held responsible for making all legal and lawful payments to be made to the laborer and the rate mentioned above covers all such payments.
7. The rate as per Annexure-A enclosed for bales and Misc. items such as tarpaulins, lint boundaries, Grey cloth and jute twin etc., handling work entrusted by the Corporation is valid for a period of twelve months from …..to……. In case of necessity, the Corporation may extend the contract period by 3 months with same rate and Terms and Conditions which is agreed by us.
8. Job contractor should ensure the availability of adequate labourers as per requirement and the work should be completed on time.
9. The Job work Contractor shall ensure to provide adequate trollies for stacking & destacking of bales at CWC/SWC/RMC/Co-operative Godown.
10. I / We, the Job work contractor agree to sign all the legal documents, contracts and undertakings as prescribed by the Corporation in support of contracts to be entered into with us for the work, for which the quotations are submitted. All expenses / fees to be paid to the labour department/labour court for registration etc. Will be borne by me / us.
11. I / We, the Job work contractor undertake to compensate the Corporation, in case of any delay in handling work on account of insufficient number of laborers supplied by me to do the Job work and quality of work. In this regard the decision of Godown-in-charge, CCI is final & binding on me/ us.
12. I / We, the Job work contractor agree that the Corporation is no way concerned in case of any increase in labour wages or any such increase due to amendment of any Government acts and I/We, shall not demand any proportionate increase or revision in the agreed rates till the completion of contract period, mentioned in Annexure – I.
13. In case of dispute, on any terms interpretation etc. the decision of the Branch head, CCI, shall be final and binding on both the parties.
14. The applicable statutory deductions, such as Income Tax, GST TDS, and TDS surcharges, will be deducted from the bills at the prevailing rates as prescribed by the Income Tax Act 1961 and the GST Act 2017.

15. I/We, the Job work contractor will ensure proper safety of the goods/stock of Corporation. The Job work contractor shall compensate the Corporation of any loss arising out of willful act of the Job work contractor/labours or cause any kind of damage to the Corporation's property. Also job work contractor will be penalized for any kind of mishandling of Corporation's stock resulting in damage to quality/packing as determined by the Corporation.

16. I/We the Job work contractor agree to take worker's insurance policy with the Insurance Company by paying premium and we shall not claim any amount on account of this from the Corporation. Corporation is in no way responsible for any accident, during the contract period and I / we, will also not claim any compensation for the same from the Corporation.

17. I / We, the Job work contractor undertake to indemnify the Corporation that in case of any legal suit, filed against the Corporation by any workmen, the Corporation is authorized to recover the same from me / us.

18. I / We, the Job work contractor undertake to compensate Corporation any fine / penalty if any imposed by the State Government authorities for non-compliance of provisions of labour Laws Act, factory, shops and establishment act, provident fund Act, Minimum wages Act, Work men Compensation Act, Payment of Bonus Act, provisions relating to employing children and women etc., . I/We will be responsible for the same. Violation of any such rules will invoke penal action on the contractor as per laws.

19. In case of the loss sustained by the Corporation due to the negligence/non supply of labour by the concerned job work contractor, Corporation shall carry out the work through other job work contractor and loss if any suffered by the corporation shall be recovered from the bills/EMD/Security deposit of the original job work contractor. Such contractor shall be debarred for doing business with Corporation for the next two cotton seasons.

20. Whenever labour department or any other Govt. Agencies demands to furnish the records or documents pertaining to laborers. I/We, undertake such responsibility to produce the same to the best satisfaction.

21. ARBITRATION CLAUSE :

1. This contract is subject to the Jurisdiction of B.O: ……..at……., in case of any dispute.
2. "Any dispute arises out of this contract, will be referred to an Arbitrator (not an Employee of the Corporation) whose appointment will be made by the Branch Head, Coimbatore. The dispute shall be governed by Arbitration and Conciliation Act 1996. The decision is binding on both the parities".

22. I / We the Job contractor undertake to submit "Clearance Certificate" of all the dues payable to P.F. Department in the year end before claiming the security deposit from the Corporation, if required.

23. I / We the Job work contractor shall abide by terms and conditions mentioned above. If any Terms & Conditions violated by me / us, then the Corporation will have a right to cancel the contract after giving three days' notice and the Corporation will have the right to forfeit the security deposit & EMD lying with the Corporation.

24. The Corporation does not guarantee minimum work to the Contractor.

Place:

Date:

Signature of Job work contractor with seal

Witness:-

Name & Address

1.

2.

(Signature) ----------

(Signature) ----------

THE COTTON CORPORATION OF INDIA LTD. BO. COIMBATORE

"FINALISED RATES FOR JOB WORK AT GODOWN FOR COTTON SEASON 2025-26"

Name of the Contractor:_____

Name of the Godown Location: _____

1.	**Description of work**	Unit	Finalised Rates per unit In Rs.
(i)	**Bales de-stacking charges**	Per bale	
(ii)	**Rolling of bales at the time of delivery**	Per bale	
(iii)	**Bales weighment charges**	Per bale	
(iv)	**Sample cutting charges**	Per bale	
(v)	**Unloading from truck or trolley and stacking of tarpaulins (including rolling)/ destacking and loading of tarpaulins in to truck or trolley (including rolling)**	Per Tarpaulin	
(vi)	**Unloading from truck or trolley and stacking of grey cloth bales (including rolling)/ destacking and loading of grey cloth bales in to truck or trolley (including rolling)**	Per bale	
(vii)	**Loading charges for FP Bales to Container Truck (For Exports)**	Per bale	
(viii)	**Loading charges for FP Bales to CCI/CCI Buyer**	Per bale	

I. In case of point No. lll , if the bales are weighed in weighbridge, then the bale weighment charges will not be given.
II. The above rates are inclusive of all but excluding GST.