भा.क.नि.
CCI
भारतीय कपास निगम लिमिटेड
(भारत सरकार का उपक्रम)
शाखा कार्यालय : इंडस्ट्रियल इस्टेट, मेट्टुगड्डा
महबूबनगर-509001
दूरभाष : 08542-222210

The Cotton Corporation of India Ltd.
(A Government of India Undertaking)
District Industrial Estate, Mettugadda,
Mahabubnagar -509 001.
Tel. No.: 08542- 222210

E-Mail: mahabubnagar@cotcorp.com Website: www.cotcorp.org.in
CIN: U 51490 MH 1970 GOI 014733

No.CCI/MBNR/Admn/Printing/2026-27/ Date:23.09.2026

Tender Notice for Printing Items

The Cotton Corporation of India Limited, Branch Office, Mahabubnagar to invites sealed tenders for printing items in 2 Bid system such as Registers, Books, pads and etc. 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 Mahabubnagar at above mentioned address on any working day on or before 14.10.2026. Sealed tender along with EMD of Rs.10,000/- (Rs. Ten 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. Account details are as under:

Bank Name : Bank of Baroda
Branch Name : Mahabubnagar
Account No. : 51920500002314
IFSC Code : BARB0MAHABU (Note: IFSC code fifth digit is "Zero")

The tender form duly completed in all aspects along with EMD should reach on or before 14.10.2026 up to 3.00 pm and same shall be opened on the same day at 3:30 pm. 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.

Interested 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 2026-2027" and should contain the name and address of the tenderers at the bottom.

The Corporation reserves its right to accept or reject partially or fully or any or all the tenders. However, tender may seek reason for rejection.

Deputy General Manager

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(भारत सरकार का उपक्रम)
शाखा कार्यालय : इंडस्ट्रियल इस्टेट, मेट्टुगड्डा
महबूबनगर-509001
दूरभाष : 08542-222210, फैक्स: 08542-222211
The Cotton Corporation of India Ltd.
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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/Admn/Printing/2026-27/ Date: 23.09.2026

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. 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.

4. L-1 rates will be decided on the basis of total tender value quoted by the tenderer from Sr.No.01 to 25 as per financial bid.

5. In case the quality of printing item 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 at least 60 gsm of A grade mill paper of 90% above brightness.

6. 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.

7. 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.

8. 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.

9. Printing has to be done with good quality in bilingual language (Hindi & English) as per the tender and as per the requirement of the Corporation.

10. 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).

11. 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.

12. 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.

13. The prescribed tender forms along with the terms & conditions can be obtained from the Branch Office during working hours on any working day 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. Account details are as under:

Bank Name : Bank of Baroda
Branch Name: Mahabubnagar
Account No. : 51920500002314
IFSC Code : BARB0MAHABU (Note: IFSC code fifth digit is "Zero")

14. **Interested 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).

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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 2026-2027" 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 14.10.2026. The sealed tenders received within the stipulated time, shall be opened on the same day on 14.10.2026 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.

15. The Corporation reserves its right to accept or reject partially or fully or any or all the tenders. However, tender may seek reason for rejection.

16. The color sheets which are using for binding of registers should be different for each Register (Name wise). Also, the name and quantity of registers / pads should be mentioned in all the Packets while delivering the same.

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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Tel. No.: 08542-222210; Fax: 08542-222211

Date: _____

Tender for 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 quotation's 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/ Size	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	100	
02	Cotton seed /Bales outward register	Register	100	200	
03	Kapas Inward register	Register	50	200	
04	Stock register (purchase)	Register	50	100	
05	F. P. Bales outward register (Godown)	Register	100	100	
06	Trial outturn register	Pad	100	100	
07	Centre Imprest statement	Pad	50	25	
08	Bales Delivery challan (Godown to party)	Pad	100	200	
09	Heap register	Pad	100	100	
10	Insurance register	Register	50	200	
11	Kapas rejection register	Register	100	200	
12	Cotton seed sale & Delivery register	Register	100	100	
13	Imprest cash voucher	Pad	50	50	
14	Godown stock register	Register	100	200	
15	Godown Inward	Register	100	200	

16	FP Bales press weight register	Register	100	200	
17	FP Bales press weight	Pad	100	200	
18	Sample drawing register	Register	100	200	
19	Plain Register	Register	100	300	
20	Plain Register	Register	200	200	
21	Outward register Office (horizontal line)	Register	200	20	
22	White Envelope (postal) with print	Normal size	-	5000	
23	Cloth covers (Postal) with print	A4 Size	-	500	
24	Spring files with print	-	-	1000	
25	Box file (Index file)	-		600	
	Total				

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: _____ %

3) L1 shall be decided on the basis of total tender value quoted by tenderer from Sr.No.01 to 24 as per financial bid.

Authorized Signature: _____

Name of the Printer: _____

Address of the Printer: _____

_____

Place: _____

Date: _____