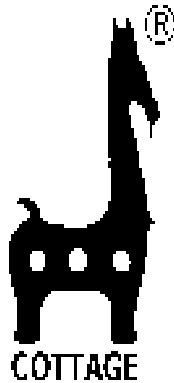


No.CCIC/GA/PW/2011-12/

CENTRAL COTTAGE INDUSTRIES CORPORATION OF INDIA LTD.

(A Govt. of India Undertaking, Ministry of Textiles)



“CONTRACT FOR SUPPLY OF **PACKAGED DRINKING R.O. WATER**
IN OUR SHOWROOMS AT JAWAHAR VYAPAR BHAWAN, JANPATH,
NEW DELHI, BABA KHARAK SINGH MARG, NEW DELHI, BHARAT
NAGAR, DELHI AND SEC-2 NOIDA”

Page No.PW-1 to 8

TENDER DOCUMENTS

1. OFFER LETTER
2. LIMITED TENDER NOTICE
3. TECHNICAL-CUM-FINANCIAL FORM (ANN-A)
4. TERMS AND CONDITIONS
5. STANDARD INSTRUCTIONS TO BIDDERS

CCIC/GA/2010-11/

11 July, 2011

Speed Post

M/s _____

Sub: Supply of packaged drinking R.O. water at CCIC Offices (New Delhi / Delhi / Noida)

Dear Sirs,

Central Cottage Industries Corporation of India Ltd. (CCIC) is a Government of India Undertaking under Ministry of Textiles. CCIC has its premier retail sales showroom of Handicrafts and Handlooms items at Jawahar Vyapar Bhawan, Janpath, New Delhi.

Sealed tenders are invited from Manufacturers, Distributors, Dealers and agents etc. for supply of packaged drinking R.O. water alongwith cold and normal water dispenser for use at our offices at Jawahar Vyapar Bhavan, Baba Kharak Singh Marg, Bharat Nagar and Noida. The Brands conforming to IS: 14543 shall only be accepted.

It is requested that interested parties may send their offers as per enclosed limited tender notice.

CCIC reserves the right to accept or reject any/all quotations without assigning any reason whatsoever.

Thanking you,

Yours faithfully,

(Manish Singh)
Asstt.Manager (G.A.)
Tel Ph.-0120-2532820

Central Cottage Industries Corporation of India Ltd

(A Government of India Undertaking)

Jawahar Vyapar Bhavan, Janpath

New Delhi – 110 001

Tel. No.0120-2532820, 011-23326790, 23311964,

Fax No. 011-23328354, 0120-2532820

Website: www.thecottage.in

LIMITED TENDER NOTICE

Sub: Supply of packaged drinking R.O. water at CCIC Offices (New Delhi / Delhi / Noida)

Central Cottage Industries Corporation of India Ltd. (CCIC) is a Government of India Undertaking under Ministry of Textiles. CCIC is dealing in handicraft and handloom products, has its showroom / offices at Jawahar Vyapar Bhawan, Janpath, New Delhi, branches at Mumbai, Kolkata, Bangalore and Chennai.

Sealed tenders are invited from Manufacturers, Distributors, Dealers and agents etc. for supply of packaged drinking R.O. water along with cold and normal water dispenser for use at our offices at Jawahar Vyapar Bhavan, Janpath, N. Delhi, Baba Kharak Singh Marg, New Delhi, Bharat Nagar, Delhi and Sec-02, Noida.

The Brands conforming to IS: 14543 shall only be accepted.

Interested parties may send their sealed quotations as per enclosed Technical-Cum-Financial-Form (Annexure-A) along with terms & conditions of contract and DD for Rs.3,000/- drawn in favour of Central Cottage Industries Corporation of India Ltd payable at New Delhi towards EMD (envelope marked with “**TENDER FOR SUPPLY OF PACKAGED DRINKING R.O. WATER**”) at the following name & address :-

Manager (Pers./Admin)
CCIC of India Ltd.
A-36 to A-39, Sector-2,
Noida-201301

Last date and time for receiving sealed quotation is **upto 18 July, 2011 by 3:00 PM**

CCIC reserves the right to accept or reject any / all quotations without assigning any reason whatsoever.

CCIC OF INDIA LTD.
NEW DELHI

TERMS & CONDITIONS OF TENDER AND CONTRACT

1. Rate contract shall be valid for the period upto 31st March, 2013 w.e.f. date of award of contract and can be renewed with mutual agreement on same terms and conditions.
2. Rates quoted by the parties must be 'Excluding of Taxes'. Taxes /Duties / Levies should be mentioned separately. No other charges on account of transportation shall be paid.
3. Quotations should be for free delivery of water in our offices at. Jawahar Vyapar Bhavan, Janpath, N. Delhi, Baba Kharak Singh Marg, N.Delhi & Bharat Nagar, Delhi and Sec-02, Noida
4. The estimated requirement of packaged drinking R.O. water will be around 600 Bottles (Six Hundred) of 20 liters per month. The supplier will be required to provide cold / normal water dispensers (Free of cost) almost on each floor of our offices as per our requirement. Accordingly, estimated requirement of dispensers will be around 20 Nos. and successful performance of the same will be the responsibility of the supplier.
5. The Contractor will be obliged to replace the empty bottle with the filled ones as and when required under a continuous process. No additional charges in respect of cost/rent /deposit for the bottles or dispensers will be entertained.
6. The Corporation shall be at liberty to terminate the contract:
 - (a) If not satisfied with the fitness of bottles or dispensers and purity of water supplied by the supplier. In such a case the CCIC of India Ltd. will have option to procure water from alternate supplier at the cost and responsibility of the contractor.
 - (b) The Corporation will have full rights to terminate the contract and award any portion of the supplies to any other agency at any stage in case of any breach of conditions of the contract.
7. **EMD:** Every tender must accompany by a Demand Draft/Pay Order for Rs.3,000/- (Rupees Three thousand only) as Earnest Money Deposit in favour of 'Central Cottage Industries Corporation of India Ltd' payable at New Delhi.

While EMDs of the unsuccessful tenderers will be released at the earliest on finalization of the contract without interest, the same of the successful tenderer will be released only after their Furnishing of Security Deposit.

8. **SECURITY DEPOSIT:** - The successful contractor/supplier will be required to submit a Security Deposit of Rs.10,000/- within a week of awarding the contract. The Security Deposit will be retained with the CCIC of India Ltd. for the entire tenure of the contract and will be released on successful completion of the contract period. In case of any breach of the terms and conditions of the contract the security deposit will stand forfeited in full. No interest shall be payable on the security Deposit.
9. The supplier has to submit water fitness certificate for IS: 14543 from recognized laboratory. CCIC will have the right to take water samples from any one of the bottles and forward it for laboratory test if considered necessary. The supplier will be held responsible if water sample is found to be unfit and The CCIC of India Ltd. will have the right to take any action as deem fit against the supplier.
10. The contractor will be responsible for supply of the required quantity of drinking water as per advice of Manager (Pers./Admin.) or dealing officer on regular basis even on a short notice.

We agree to abide by the above terms & conditions.

Place:

Date:

(Signature of the Tenderer with
Rubber-Stamp of the Firm)

N.B.

1. No tender will be considered without EMD
2. The enclosures submitted should be serially numbered and all pages should be signed by the tenderer.

CCIC OF INDIA LIMITED

Technical-cum-Financial Form –Annexure-A

Quotation for Supply of packaged drinking R.O. water at CCIC Offices

1.	Name of the Firm	
2.	Address Head office / Branch	
3.	Telephone No. Office : Mobile : Fax No. :	
4.	Nature of business Manufacture / Distributor / Dealer / Agent	
5.	Status of Firm, Whether sole Proprietor, Partnership, Limited Co. Etc.	
6.	Contact Person's name Telephone / Mobile	
7.	Year of Establishment of firm	
8.	<u>ELIGIBILITY CRITERIA</u> 1. The average Turnover of the Contractor for last 3 financial years ending on 31st March 2010 should be atleast Rs.1.50 lakhs(Attach proof) ; or 2. Contractor must have completed /executed atleast one similar work amounting to not less than Rs.1.20 lakhs(Attach proof) ; or 3. 2 similar works amounting to not less than Rs.0.75 lakhs(Attach proof) : or 4. 3 similar works amounting to not less than Rs.0.60 lakhs , in last 3 years ending on 31.03.2010(Attach proof). <i>The similar work means works related to supplying of Packaged Drinking Water to reputed institutions /PSUs ,/ Govt. Bodies and renowned showrooms</i>	
09.	PAN No.	
10.	Tin No. / Service Tax No.	
11.	EPF No / ESIC No	
12.	Details of enclosed Pay Order/Demand Draft for EMD	
13.	Supply of water bottles in 20 ltrs (conforming to IS: 14543) Suitable for use with cold/normal water dispenser. 20 Ltrs. bottle.....brand	Rs. _____ per bottle 20 litre bottle inclusive of all costs
14.	Taxes, if any	

Freight free Delivery : At Jawahar Vyapar Bhavan, Janpath, N.Delhi, Baba Kharak Singh Marg, New Delhi, Bharat Nagar, Delhi & Sec-2, Noida

Delivery Schedule : Daily replenishment as per consumption patterns.

Place:

Date:

(Signature of the tenderer with
Rubber Stamp of the Firm)

Central Cottage Industries Corporation of India Ltd.
(A Government of India Undertaking)
Jawahar Vyapar Bhavan, Janpath,
New Delhi-110001

STANDARD INSTRUCTIONS TO BIDDERS

1. Period of Contract

Rate contract shall be valid for the period upto 31st March, 2013 w.e.f. date of award of contract and can be renewed with mutual agreement on same terms and conditions.

2. Tender Validity

The Tender shall remain valid for 120 days from the date of opening of financial bid.

3. EMD

a) Earnest Money Deposit of **Rs.3,000/-** (Rupees Three Thousand only) may be submitted by Bank Draft only drawn in favour of **“CENTRAL COTTAGE INDUSTRIES CORPORATION OF INDIA LTD.”** drawn on any Nationalized / Scheduled Bank payable at New Delhi.

b) The bid security of the unsuccessful bidder will be discharged/returned as promptly as possible and no interest would be paid thereon.

4. Forfeiture of EMD

I. If a tenderer withdraws his tender during the period of tender validity, EMD shall be forfeited.

II. In case successful bidders fails to supply the goods / services / works at L-1 rate, EMD shall be forfeited.

5. The Tenderer is required to submit his offer in an envelope giving reference to Tender Notice No. date and Name of the work and name of Tenderer/Agency containing offer in the Technical-cum-Financial Form(Annexure-A) as specified in the Tender documents.

6. Last date of Receipt of Tender : 18 July, 2011 upto 3.00 p.m.

7. Date of Opening of the Tender : 20 July, 2011 at 3:30 p.m.

8. Tender document is to be submitted as specified in the Tender Notice.

9. Incomplete, unsigned and unstamped tenders will summarily be rejected.

10. Relevant address for correspondence/submission of tender is given below:-

Manager (Pers./Admn.)
CCIC of India Ltd.
A-36 to A-39, Sector-2,
Noida-201301

11. **Tender Prices**

- I. The tenderer is required to quote prices as per tender document of as per BOQ, if any attached.
- II. Prices quoted by the tenderer shall be exclusive of all taxes/duties/levies/ service tax, which shall be shown separately.

12. **Late Tenders**

Any tender received in the office of CCIC after the deadline prescribed for submission of tenders will not be entertained.

13. **Award of Tender**

The tender shall be awarded to lowest financial bidder i.e. L-1 party.

14. **Eligibility Criteria**

1. The average Turnover of the Contractor for last 3 financial years ending on 31st March 2010 should be atleast **Rs.1.50 lakhs(Attach proof)**; or
2. Contractor must have completed /executed atleast one similar work amounting to not less than **Rs.1.20 lakhs(Attach proof)**; or
3. 2 similar works amounting to not less than **Rs.0.75 lakhs(Attach proof)**; or
4. 3 similar works amounting to not less than **Rs.0.60 lakhs**, in last 3 years ending on 31.03.2010(**Attach proof**).

The similar work means works related to/ supplying of Packaged Drinking Water to reputed institutions/PSUs,/Govt. Bodies and renowned showrooms.

15. **Payment terms**

a) **For supply of Goods/Services**

Payment shall be made within 15 days of submission of Bill alongwith delivery challan for supply of goods and services.

- b) For purchase of Goods/Execution of works payment terms would as specified in the tender documents.

16. **Management's right to accept any tender and reject any or all tenders**

Management reserves the right to accept or reject any tender, and to annul the tender process and reject all the tenders, at any time prior to award of contract.

Signature of authorized signatory & Seal

Date.....

Place.....