

CENTRAL COTTAGE INDUSTRIES CORPORATION OF INDIA LTD.
(An ISO 9001:2008 Certified Company)
(A Govt. of India Undertaking, Ministry of Textiles)



“TENDER FOR SUPPLY OF SUMMER UNIFORM FABRIC”

MSME Development Act, 2006 benefits applicable

E- TENDER DOCUMENTS

1. बिड डेटा शीट / BID DATA SHEET
2. ई निविदा नोटिस / E-TENDER NOTICE
3. तकनीकि सह वित्तीय प्रारूप / TECHNICAL-CUM-FINANCIAL FORMAT (ANN-A)
4. बोलीदाताओं को मानक निर्देश /STANDARD INSTRUCTIONS TO BIDDERS
5. स्टार्टअप को रियायत सहित एमएसएमई को लाभ / BENEFITS TO MSME INCLUDING RELAXATION TO STARTUPS
6. एनईएफटी/आरटीजीएस मानडेट प्रपत्र / NEFT/RTGS MANDATE FORM



® CENTRAL COTTAGE INDUSTRIES CORPORATION OF INDIA LTD.

(Govt. of India Undertaking, Ministry of Textiles)
Jawahar Vyapar Bhawan, Janpath New Delhi -110 001.
Tel : +91-11-23311964,23310804,23320439
Fax : 011-23310804, 23320439
Website : www.thecottage.in

CCIC/G.A./SU-2019-20/

March 27, 2019

TENDER FOR SUPPLY OF SUMMER UNIFORM FABRIC

CCIC of India Ltd. invites sealed offers from authorized dealers of Raymond Mill for supply of Summer Uniform fabric for class-IV employees for the year 2019-20.

Interested parties may send their sealed quotations in the enclosed Technical-cum-Financial Format (Ann-A) alongwith sample of fabric with brand named quality no. & specifications in an envelope superscribing "Tender for Supply of Summer Uniform" in favour of Central Cottage Industries Corporation of India Ltd. New Delhi to be dropped in the tender box kept for the purpose at the following address:-

Addl. Gen. Manager (H.R./Admn.)
CCIC of India Ltd.
Jawahar Vyapar Bhawan
Janpath,
New Delhi-110001

EMD of Rs. 3000/- shall be received through electronic mode only. Bank Details are given in the tender document.

The last date of receiving the bids is April 09, 2019 upto 3:00 P.M. The bids shall be opened on same day April 09, 2019 at 4:00 PM.

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

CCIC OF INDIA LTD.

Technical-cum-Financial form (Ann-A)

Sl. No.	Details			Information to be furnished by the party	
1.	Name & Address of the party				
2.	Contact Person				
3.	Telephone / Cell No.				
4.	Fax. No.				
5.	Email No.				
6.	PAN No.				
7.	GST No.				
8.	a. Whether registered under MSME/NSIC & DGS&D (If yes, attach certificate of registration)			Yes/No	
	b. Whether MSE owned by ST/SC (attach proof)			Yes/No	
9.	Mandatory experience in the subject of tender				
	a) Experience and past performance on similar contract for last 2 years ending 31 st March, 2018 other than CCIC not less than two institutions / offices. (Attach Proof)				
	b) Capabilities with respect of personnel, equipment and manufacturing facilities. (provide details)				
	c) Financial standing through latest I.T.C.C., Annual Report (balance Sheet and Profit & Loss Account) of last 3 years ending 31 st March, 2018. (Attach Proof)				
10.	EARNEST MONEY DEPOSIT				
	An Earnest Money Deposit of Rs.3,000/- (Rupees three thousand only) may directly transferred through NEFT/RTGS mode only as per details given in tender. (MSME/NSIC or DGS&D parties are exempted)			UTR No. _____ Date _____ Amt. _____ Bank _____	
11.	Requirement	Brand Name	Quality No.	Shade No.	Rate per mtr. (Rs.)
	Shirting (260 Mtr.) (Approx)	Raymond (Width 58")	0045111-03 Blend – P/C-60/40	03	
	Suiting (208 Mtr.) (Approx)	Raymond	4057-017443 Blend –P/V67/33	29 50	
12.	Taxes, if any				
13.	Discount, if any for bulk supply				
14.	Packing			In individual pair packed separately	
15.	Delivery			Within 60 days of confirmed P.O.	
18.	Freight free delivery at			Jawahar Vyapar Bhawan, Janpath, New Delhi-110001	

Signature of authorized signatory & Seal

Date.....

Place:.....

CENTRAL COTTAGE INDUSTRIES CORPORATION OF INDIA LTD.
(A Government of India Undertaking, Ministry of Textiles)
Jawahar Vyapar Bhavan, Janpath,
New Delhi-110001

STANDARD INSTRUCTIONS TO BIDDERS

1. Period of Contract

Rate contract shall be valid for one year w.e.f. 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 Technical-cum-financial bid.

3. EMD

- (a) All Bidders are requested to furnish Earnest Money Deposit of **Rs.3,000/-** (Rupees Three Thousand only) by NEFT/RTGS mode only as per following bank details.

Name of Account holder : - Central Cottage Industries Corp. of India Ltd.
Account Number : - 10185775245
IFSC Code : - SBIN0001639
Bank Name : - State Bank of India
Branch : - Chanderlok Bldg., Janpath, New Delhi

- (b) The bidders who are registered with either NSIC/MSME or DGS&D are exempted from submitting the EMD and are eligible for other benefits including relaxation of norms for startups regarding prior experience under Public Procurement Policy for MSE's and preferences earmarked for procurement from MSEs owned by SC/ST entrepreneurs. However, in place of EMD the bidder will have to submit valid Registration/Exemption certificate.
- (c) The bid security of the unsuccessful bidder will be discharged / returned as promptly as possible and no interest would be paid thereon.
- (d) In case of successful tenderer the same shall be kept as interest free security deposit and shall be refunded on expiry/termination of contract.

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. Security Deposit

- a. The Earnest money of the successful bidder shall be converted into interest free security deposit which shall be refunded on expiry of 3 months from completion of supply.
- b. Security deposit shall be forfeited in case of unsatisfactory performance as decided by CCIC or variation in the quality of supply material which shall render into the termination of the contract.

6. Bid Documents Consists of:

- i. Notice Inviting Tender
- ii. Technical cum financial Bid form in Annexure-A.
- iii. Standard Instructions to the bidders.
- iv. Benefits to MSME including relaxation to Start ups
- v. RTGS/NEFT mandate form

The bidder is requested to examine all instructions, forms, terms and specification in the Bid documents. Failure to furnish all the information required as per Bid documents or submission of the bids not substantially responsive to the Bid documents in every respect will be at the bidder's risk and may result in rejection of the Bid.

7. Submission of Bids

- a) The Tenderer is required to submit his bid duly sealed in an envelope alongwith RTGS detail of Earnest money deposit giving reference to Tender Notice No. date and Name of the supply as specified in the Tender documents.
- b) Tenders received through fax and / or through e-mail /or without EMD will not be considered.
- c) Incomplete, unsigned, unstamped and not in prescribed format tender will summarily be rejected.
- d) Relevant address for correspondence/submission of tender is given below:-

Addl. General Manager (H.R./Admn.)
CCIC of India Ltd.
Jawahar Vyapar Bhawan
Janpath,
New Delhi-110001

8. Right to accept or reject a bid

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

9. Tender Prices

- i. Prices quoted by the tenderer shall be exclusive of all taxes/duties/levies/ service tax, which shall be shown separately.
- ii. The tenderer is required to quote prices as per Annexure-A of tender documents.
- iii. The rates quoted should be clearly typed / written in figures and words, repeat in figures and words free from over typing or over writing. The corrections, if any, must be authenticated by the full signature of the person who has signed the Bid.
- iv. There shall be no escalation in the price during the contract period of one year

10. Bid opening:-

CCIC shall open bids in the presence of bidders or their authorized representative who wish to be present at the time of opening of bids on due date.

11. Late Tenders

Any tender received in the office of CCIC after the deadline prescribed for submission of tenders will not be entertained. As a policy, tenders received late, delivered at an address other than as specified in the tender, or delayed in transit will not be accepted irrespective of whether the delay has arisen on account of the delivery system, i.e. postal, courier, etc.

11. Last date of Receipt of Tender : **09.04.2019 by 3.00 p.m.**

12. Date of Opening of the Tender : **09.04.2019 at 4.00 p.m.**

12. Award of Tender

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

13. Mandatory experience in the subject of tender

- a. Experience and past performance on similar contract for last 2 years ending 31st March, 2018 other than CCIC not less than two institutions / offices. (Attach Proof)
- b. Capabilities with respect of personnel, equipment and manufacturing facilities.
- c. Financial standing through latest I.T.C.C., Annual Report (balance Sheet and Profit & Loss Account) of last 3 years ending 31st March, 2018. (Attach Proof).

14. Payment terms

Payment shall be made through RTGS/NEFT mode within 15 days of submission of Bill alongwith copy of logbook of trip made. No advance payment shall be made.

15. Warranty and Replacement.

The supplier shall warrant that the material supplied under the contract of standard quality. The supplier shall be bound to replace any defective supply at the earliest.

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.

Benefits to Micro and Small Enterprises and Relaxation to startups

- i) **Exemption from submission of Earnest Money/Bid Security** : MSEs (and not their dealers/distributors) registered with District Industry Centers or Khadi and Village Industries Commission or Khadi and Village Industries Board or Coir Board or National Small Industries Corporation or Directorate of Handicrafts and Handloom or any other body specified by Ministry of MSME are exempted from submission of Bid Security/Earnest Money provided they are registered for the items they intend to quote.
- ii) **Documents Required to be submitted by MSEs** : Micro or Small Enterprises (MSE) registered with District Industry Centers or Khadi and Village Industries Commission or Khadi and Village Industries Board or Coir Board or National Small Industries Corporation or Directorate of Handicrafts and Handloom or any other body specified by Ministry of MSME shall submit copy of valid Registration Certificate for the items they intend to quote along with the bid. The Registration Certificate should clearly indicate the monetary limit, if any and the items for which bidder are registered with any of the aforesaid agencies. In case bidding MSE is owned by Schedule Caste or Schedule Tribe entrepreneur, valid documentary evidence issued by the agency who has registered the bidder as MSE owned by SC/ST entrepreneur should also be enclosed.
- iii) **Performance Security** : Micro and Small Enterprises registered with District Industry Centres or Khadi and Village Industries Commission or Khadi and Village Industries Board or Coir Board or National Small Industries Corporation or Directorate of Handicrafts and Handloom or any other body specified by Ministry of MSME however, should note that Performance Security shall be required to be submitted by them for orders/contracts placed by CCIC on them.
- iv) **Purchase Preference** :- In tender, participating Micro and Small Enterprises quoting price within price band of L1+15% shall also be allowed to supply a portion of the requirement by bringing down their price to L1 price in a situation where L1 price is from someone other than an MSE and such MSEs shall be allowed to supply at least 25% of total tendered value including minimum 03% reservation for women owned MSEs within the limit of 25% reservation. In case more than one such MSEs, the supply will be shared proportionately (to tendered quantity).

In case of tender item is non-splitable or non-dividable, etc: MSE quoting price within price band L1+15% may be awarded for full/complete supply of total tendered value to MSE, considering spirit of Public Procurement Policy, 2012 for enhancing the Govt. Procurement from MSE.

Out of 25% target of annual procurement from MSEs, a sub target of 4% (i.e. 25% out of 25%) will be earmarked for procurement from MSEs owned by SC/ST entrepreneurs. However, in the event of failure of such MSEs to participate in the Tender Process or meet the tender requirements and the L1 price, the 4% sub-target for procurement earmarked for MSEs owned by SC/ST entrepreneurs will be met from other MSEs.

Definition of MSEs owned by SC/ST is as given under:

- (a) In case of proprietary MSE. proprietor(s) shall be SC/ST.
- (b) In case of partnership MSE, the SC/ST partners shall be holding at least 51% shares in the unit.
- (c) In case of Private Limited Companies, at least 51% share shall be held by SC/ST promoters.

- v) In case a supplier (other than Micro/Small Enterprise) against an order placed by CCIC procures materials from their sub-vendor who is a Micro or Small Enterprise registered with District Industry Centers or Khadi and Village Industries Commission or Khadi and Village Industries Board or Coir Board or National Small Industries Corporation or Directorate of Handicrafts and Handloom or any other body specified by Ministry of MSME, with prior consent in writing from CCIC, the complete details (i.e. name of the subcontractor, value of sub-contacted work, copy of valid MSE registration certificate etc.) of the sub-contractor(s) shall be furnished by the supplier to CCIC. All other terms and condition of the tender will remain unchanged.
- vii) **Relaxation to Startups** : Condition / criteria of prior turnover and prior experience is relaxed for **Startups Medium Enterprises** whether Micro & Small Enterprises (MSEs) or otherwise subject to their meeting of quality and technical specifications. All startups (recognized by Department of Industrial Policy & Promotion) are also exempted from payment of EMD.

**CENTRAL COTTAGE INDUSTRIES CORPORATION OF INDIA LTD.
JAWAHAR VYAPAR BHAWAN
JANPATH, NEW DELHI-01**

**Mandate for payment through NEFT/RTGS
(Please use capital letters only)**

1.	Name of the party	
2.	Party address	
3.	Contact No.	
4.	Email ID	
5.	PAN No.	
6.	Aadhar Number	
7.	Name of Bank Account holder	
8.	Bank A/C No.	
9.	Bank Name	
10.	Branch Code/ Address	
11.	IFSC Code	
12.	MICR Code	

1. **Cancelled cheque** of above mentioned account and **Copy of Pan Card** must be enclosed.
2. I hereby declare that particulars given above Point No.1 to 12 are correct and complete, if the transaction is delayed or not effect at all for reason of incomplete of incorrect information, I would not hold the CCIC OF INDIA LTD. responsible.
3. I also under take that I shall inform any changes in my bank account particulars in future to CCIC failing which payment shall continue to be made as details to CCIC by me, for which CCIC shall not be held responsible.
4. Certified that the particular furnished above are correct as per knowledge.

Date : _____

(Signature of party)