



**TENDER FORM
FOR THE SUPPLY OF
CREAM WOVE PAPER**

[TOTAL: 7 SHEETS]

[PRICE Rs. 100 + GST 12%]

Name of Tenderer :

M/s.....

.....

KeralaState Co-operative Consumers' Federation Ltd

Gandhinagar, Ernakulam, Kochi – 682 020

Tel: 2203507, 2203652, 3290220,3290223. Fax: 91-484-2203796

E-mail: econsumerfednbs@gmail.com. Website: www.consumerfed.net

CST: 32070292132C, GST: 32AAAAK1164C1ZE



TENDER NO :CFED/NBD/1/2021-22 Dated: 13.7.2021

Containing general conditions of contract, specification of articles and schedules for supply
of **Cream Wove Paper.**

1. Receipt of tender in sealed cover : **Till 2.00 PM. on 27.07.2021**
 2. Date and time of opening the tender and sample checking : **3.00 PM. on 27.07.2021**
- Name and designation of the indenting officer:

**Managing Director,
Kerala State Co-operative
Consumers` Federation Ltd,
Gandhi Nagar, Ernakulam
Kochi – 682020**

Note:

1. *Please do not detach any of the sheets contained in this document.*
2. *Please sign on all printed pages at the bottom position.*



Signature



FORM OF TENDER

I/We hereby tender to supply as per the annexed general and specific conditions of contract, the whole of the articles referred to and described in the attached specification and schedule or any portion thereof, as may be decided by the Managing Director, Kerala State Co-operative Consumers` Federation Ltd, Ernakulam, Kochi – 20 at the rates quoted in the schedule against each item. The articles will be delivered within the time and at the places specified in the schedule.

I/We remit the required amount of **Rs.5,000/-** as **Earnest Money Deposit** by way of demand draft No:..... dateddrawn on Payable at Ernakulam.

Yours faithfully

Signature

Place :

Date :



Address :

Central Sales tax Registration No :

GST No :

Central Excise Registration No :



GENERAL CONDITIONS

1. The tender should be addressed to the Managing Director in a sealed cover with the tender number superscribed on the top of the cover.
2. Each tender shall be accompanied by an E.M.D. of Rs.5,000/- for the supply of Paper by way of demand draft payable at Ernakulam and drawn in favor of “ Kerala State Co-operative Consumers’ Federation Ltd”. Tenders not accompanied by E.M.D. are liable to be rejected.
3. If the supplier got any EMD relaxation through any Government Orders (GOs). In this case, they must attach a copy of the valid certificates and the concerned GOs forgetting the relaxation. If the supplier failed to submit these documents with the tender, the federation will reject the submitted tender without any query.
4. The tender should be in the prescribed form, which can be obtained from the office of the Federation on payment of Rs.100/-+ GST 12%. Tenders, which are not in the prescribed form are liable to be rejected.
5. Intending tenderer should send the tenders so as to reach this office **before 2.00 PM on 27.07.2021**. Tenders received after the specified date / time will be rejected.
6. The tenders will be opened at **3.00 PM on 27.07.2021** at the Head office of the Federation in the presence of tenderers on attendance.
7. **The rates will be considered firm for acceptance till 31.1.2022 Tenders not stipulating period of firmness and tenders with price variation clauses are liable to be rejected.**
8. If any tenderer withdraws from his tender before the expiry of the period fixed for keeping the rates firm for acceptance, the earnest money deposited by him will be forfeited.
9. Tenderers should be prepared to accept orders subject to the penalty clauses for forfeiture of security in the event of default in supplies.
10. All payments to the supplier will be made by account payee cheque/RTGS/NEFT. In case payment is required by demand draft, bank charges will have to be borne by the supplier.
11. Ordinarily payments will be made only after the supplies are actually verified and taken into stock. But in exceptional cases, payment against delivery will be made upto 90 percent of the value of the materials at the discretion of the Managing Director, Consumerfed. Payment against documents shall also be considered upto 75% of value of the material at the discretion of the Managing Director, Consumerfed and depending on the rate of discount offered by the tenderer.

12. Final payment will be made only on production of tax clearance certificate relating to sales tax and income tax by the supplier
13. The tenderer is at liberty to quote rate for whole or part of the items required by the Federation.
14. Special conditions if any of the tenderer attached with the tender will not be applicable to the contract unless they are expressly accepted in writing by the undersigned.
15. The undersigned reserves the right to reject any or all the tenders without assigning any reasons thereof.
16. In case of any difference or dispute arises in connection with the contract the same will be decided as per the provisions contained in the Kerala Co-operative Societies Act (21 of 1969). Only the courts of Ernakulam shall have jurisdiction over disputes related to this contract.

SPECIAL CONDITIONS

1. The quoted price should be inclusive of all taxes, duties, freight, expenditures for our door delivery which is mentioned here with.
2. **Delivery should be made within seven days on receipt of purchase order and deliver all the requirements at Triveni Stationery Division Kunnankulam in Thrissur District Kerala.**
3. If any tenderer withdraws from his tender before the expiry of the period fixed for keeping the rates firm for acceptance, the earnest money deposited by him will be forfeited.
4. Tenderers should be prepared to accept orders subject to the penalty clauses for forfeiture of security in the event of default in supplies.
5. The purchase committee will have the right to charge the penalty from suppliers in the presence of Managing Director if required, the amount of penalty will be charged as per the decisions of purchase committee.
6. Payment will be released upon the receiving material are satisfied the quality standards prescribed by consumerfed and matching with the sample supplied by the tenderer/supplier at the time of purchase committee and after getting the stock control form and original bill from Triveni Stationery Division Kunnankulam (payment period maximum 30 to 45 days).
7. Corrigendum will be published in the website for all modifications/corrections, if any.
8. Any document submitted through post/courier is at the risk of suppliers (ie., KSCCF Limited is not responsible for any delay/loss).
9. If any tenderer wants any clarification, help or assistance, contact E-Triveni/Note book Manager: 8281898333, 0484-2203507, 2203652, Head Office of the Consumerfed or by e-mail: consumerfednbs@gmail.com.
10. The sample sheet of paper in full size should be attached along with the tender.

11. The prices quoted should be valid upto 31.01.2022.

12. Preference will be given to goods with ISI marking. In the absence of certification mark products conforming to ISI specification will be preferred. Whenever uncertified goods are supplied by the seller with a claim of conformity to the relevant Indian Standards, it will be his responsibility to produce a certificate of inspection from BIS or other competent independent authority showing the conformity of the goods to the relevant standards. Offers for articles with ISI mark should be accompanied by an attested copy of the latest valid license issued by BIS to the manufacture of the articles with ISI marks.

Sd/-

**Managing Director
Consumerfed**

Read and understood.

Signature :

Place :

Designation :

Date :

Address :





SCHEDULE OF MATERIAL AND DETAILS OF OFFER

No.	Item	Size	GSM	Specification	Required Quantity Ton (A)	Net rate per Ton (Incl. GST & Transportation charges) (B)	TOTAL C=(A*B)
1	Cream Wove Paper	43 cm	58	Product manufactured from Graded Mills, Maximum weight 100Kg/Reel	5 Ton		
GRAND TOTAL AMOUNT							

I / We hereby undertake that I / We have read and understood the general and special conditions mentioned in this tender document and agree to abide by them.

Place :
Date :

Signature

**Designation
Address**

