

GIRIJAN COOP. CORPN. LTD. VISAKHAPATNAM-530017

**E-TENDER TERMS & CONDITIONS FOR SUPPLY OF SCHOOL BAGS & BELTS TO
INMATES OF GOVERNMENT RESIDENTIAL EDUCATIONAL INSTITUTIONS BY
PROSPECTIVE MANUFACTURERS / AGENCIES**

1.	Corporation:	Girijan Cooperative Corporation Ltd(GCC)Visakhapatnam-530 017.
2.	Time & Date	Time & Date mentioned in the Tender Notice
3.	Place of Tender	Place of tender mentioned in the Tender Notice.
4.	Usual Official Language	The medium of language used in the tender form
5.	Tenderor / Auctioneer	Registered Firm / Registered Company (or) their authorized Agency.
6.	Authorized participant	The authorized representative of the manufacturer / agency shall produce relevant proof disclosing his status.
7.	Authorized Representatives of the Corporation (GCC)	The Committee authorized for the purpose or authorized official(s) by the VC & MD, Girijan Cooperative Corporation Ltd., Visakhapatnam – 530017.
8.	Sole Arbitrator	Vigilance Officer, GCC Ltd, Visakhapatnam or any other officer appointed by the VC & Managing Director, Girijan Coop. Corporation Ltd., Visakhapatnam-530 017
9.	Dispute	The breach of contractual obligation arising out of the tender conditions. Any dispute arising out of these tender proceedings shall be referred to a sole Arbitrator.
10.	Submission of Tender	a. Tenders shall have to be filed in two separate formats. The first shall be pre-qualification Technical Bid. The technical bid shall comprise of: i) EMD amount for the value as specified by GCC should be furnished by tenderer by way of DD drawn on Girijan Coop. Corporation Ltd., Visakhapatnam. ii) Other documents attested such as: ➤ Firm Registration/Manufacturing License ➤ PAN/GST Registration on Firm's name ➤ Income tax assessment for 3 years ➤ Execution of orders to PSUs / Firms ➤ ISI / Similar quality standard certificates ➤ Credentials ➤ Representative samples b. All columns in technical bid shall be filled in full with clear terms. c. Tender(s) will be received on all working days up to the last date & time and at the place indicated in the Tender notice. d. The sealed cover to be super scribed as: Technical Bid shall have to be addressed to:VC & Managing Director, GCCand submit in person or by post so as to reach the authorized representative of the Corporation within the stipulated time & date.

		<p>e. Tenders received after the stipulated date & time due to postal delay or due to any other reason shall not be entertained under any circumstances and the Corporation is not responsible for such delayed receipt of tender(s) or lost in transit.</p>
11	Quality Specifications of Branded School Bags & Belts.	<p>School Bags are meant for boys & girls studying from 1st class to Senior Intermediate. The quality of School Bags should be:</p> <ol style="list-style-type: none"> i. Cost effective ii. High comfort and quality iii. High grade quality material iv. Array of attractive designs and vibrant colors v. Durability to resist tuff usage vi. Light weight
12.	Capacity of the Tenderor / Auctioneer	<ol style="list-style-type: none"> a) The tenderor shall be a competent person under law to execute / enforce an agreement. In case of a tender(s) is represented by a third party, the person representing the tender(s) bid shall produce written authorization to do so. b) The tenderor shall disclose full address of his residence and his registered office. c) Tenderor / Auctioneer found insolvent or convicted on any charge by a Court or involves in any dispute with the Corporation in past / present is not eligible to participate in the tender(s)
13.	Representative samplesto be furnished	<p>The intending suppliers shall produce representative samples also for which they are quoting the rates and which they intend to supply along with relevant certificates such as ISI etc., where ever applicable.</p> <p>Samples not accompanying technical bid will be summararily rejected.</p>
14.	Rates	<p>Those manufacturers / Agencies qualified in pre-qualifying Technical Bid will quote their rates in financial Bid.</p> <ol style="list-style-type: none"> a) The rate offered shall be per each unit exclusive of GST and F.O.R. delivery at the places in the tender notice. b) The rate offered in the tender must be written in words also and corrections if any shall clearly be attested. c) The rates quoted shall be valid for a period of six months from date of confirmation. d) The Corporation will have right place further indents in the specified time of validity

15.	Taxes	The applicability of Taxes if any on the rates quoted should be clearly mentioned.
16.	Payment of EMD	<ul style="list-style-type: none"> a) An amount of Rs.5,00,000/- towards EMD shall be paid along with the Technical Bid. b) In case, tender is accepted, the EMD paid would be held with the Corporation. If the tender is not accepted, the EMD would be returned to the party. c) No interest would be paid by the Corporation on the EMD held.
17.	Mode of payment of EMD	All Payments shall be made by way of "ACCOUNT PAYEE DEMAND DRAFT" Obtained in favor of "GIRIJAN COOPERATIVE CORPORATION LIMITED, VISAKHAPATNAM" drawn on any Nationalized Bank and payable at Visakhapatnam only. Any payment through Cheques/ Cash will not be accepted.
18	Quantity to be supplied	The initial requirement is around 378837 Number of Branded School Bags & 261204 Number of Belts. It may increase as per need and to the extent of requirement of other SW / BC Welfare Hostels of the Government. The rate now quoted by the supplier and approved by this office shall therefore apply to any further additional requirements also during the current financial year.
19	Rejection / cancellation /postponement of Auction /Tender	<ul style="list-style-type: none"> a) Tenders which are not accompanied with the prescribed EMD shall summarily be rejected b) Any conditional tender or tenders filed other than in the form given in Financial bid / Technical bid shall be liable for rejection out right by the authorized Representatives/Committee. c) The authorized Representatives / Committee of GCC reserves right to reject the tender, if Financial bid / Technical bid is not fully filled in and Conditions stipulated are not fully complied with or found with concealment of facts & figures and does not disclose true and exact information. All & any tender not complying with these tender conditions shall be rejected. d) The authorized Representatives / Committee has also got the right to postpone / cancel the tenders or withdraw/ reduce / enhance the quantities during the process tender proceedings. e) The Corporation reserves the right to use its discretion depending on the circumstances prevailing at the time of opening tenders whether to accept or reject any tender.

20.	Process of e-reverse auction	<p>a) All the parties or their authorized representatives shall be present in the 15 minutes before the time specified for conducting Technical (pre-qualification bid) process.</p> <p>b) Technical bids will be screened by the Committee at the place, date and time mentioned in Tender notice.</p> <p>c) After the technical bid process, the names of qualified parties will be forwarded to the MSTC for allowing such parties only to participate in the e-auction process and quote their rates.</p> <p>d) The Corporation reserves the right to negotiate the rate after completing the bid process, as per need.</p> <p>e) The Bid Results received after reverse e-auction by the MSTC will be finalized by the purchase committee and the details of L1 bid (successful bidder) will be sent to Gurukulam for approval of the Competent authority.</p>
21.	Confirmation to L1 bidder and further course of action by the qualified agency:	<p>a) The qualified agency will be intimated accordingly.</p> <p>b) The successful bidder shall have to submit one set of approved sample to Secretary, Gurukulam, one set to GCC Head office. The third set of approved sample duly certified by the Purchase Committee (with marker pen) will be given to the successful bidder at the time of issuing approval orders.</p> <p>c) The name and details of the supplier along with approved rate will be communicated through e-mail to all the heads of Institutions in the state.</p> <p>d) The concerned Principal / Head of the Institution shall place indents with the approved supplier duly furnishing size-wise quantity of School Bags & Belts duly fixing delivery schedule to the approved supplier.</p>
22.	Delivery / supply of stocks by qualified agency:	<p>a. The approved supplier will make door delivery of the Bags & Belts (of required sizes) at the respective Gurukulam Institutions under acknowledgement from the concerned Principal / warden. The quality of the Bags & Belts shall be cross checked with that of the approved sample produced by the supplier while making delivery.</p> <p>b. Any dispute with regard to quality shall be reported by the Principal to the Secretary, Gurukulam and to the designated officer of GCC through e-mail for further action.</p> <p>c. No short deliveries / excess deliveries / non-approved brand School Bag & Belts shall be accepted by the Principals / heads of the Institutions.</p>

		d. Any complaints with regard to the supplies shall be reported by the Principals/ Heads to the Secretary, Gurukulam under copy to the designated officer in GCC so as to enable to pursue with the supplier for rectification.
22.	Penal action	<p>a) The supplies have to be effected strictly in conformity with the approved quality and any substandard material would be rejected outright making the supplier liable for penal action.</p> <p>b) Any delay in supplying the material within the stipulated time since result in dislocation, following penalty will be imposed:</p>
23.	Release of payments:	Copies of the acknowledged delivery challan / Invoice shall be sent to Secretary, Gurukulam for making payment to the supplier.

We M/s -----/----- shall abide to above terms & conditions while participating in Technical (pre-qualification) Bid and Financial Bid process and execution of orders / supply of material.

Signature of the tenderer