

Tender ID - 27380



CENTRAL COALFIELDS LIMITED

(A Subsidiary of Coal India Limited)
DARBHANGA HOUSE, RANCHI - 834 029

Ref. No. : HOD/(Press)/ 19-20/10Ks for Gestetner copy printer/

458-56
Date : ~~09/04/19~~

09/04/19

TENDER NOTICE

To

M/s All prospective
eligible Bidder.

REGISTERED POST

Dear Sir(s)

Sealed quotations are invited for the supply of materials as indicated in the attached schedule. The terms and conditions of supply in brief shall be as under :

1. The tender will be received upto 1.00 P.M. and will be opened at 3.00 P.M. on 29/4/19 before the attending tenderers.
2. Tender must be submitted in duplicate in sealed covers only.
 - (a) If the tenders submitted locally, the envelopes must be superscribed with the **Tender No. and Date of opening.**
 - (b) If the tenders are sent by post, the tender must be sent in **double cover**. The inside cover should bear the **Tender No. and the date of opening**. The outer cover should bear only the address of the purchaser without mentioning the Tender No. or the date of opening.

Failure to follow these instructions will render your tender to cancellation.

3. The rate shall be quoted on F.O.R. DESTINATION basis inclusive of packing, forwarding, freight and insurance charges. The quotations should indicate rate per unit, discount if any, total price and delivery terms.
4. The price quoted must be firm and offers must be remain open for acceptance for Four Months from the due date of opening of the tender. **Variation in prices shall not be considered.**
5. Quotations erased and over-written, will be summarily rejected unless correction are authenticated with the tenderer's signature.
6. A For imported materials : You should indicate -
 - (a) Items covered by DGS&D Rate Contract. Copy of DGS&D Rate Contract must be enclosed with the quotation.
 - (b) Items to be supplied from stock/your Import Licence.
 - (c) Items to which AUIL is required.
 - (d) For items not covered by DGS&D Rate Contract. You should clearly indicate the following details.

(i)	List Prices of the Principal	:	In Foreign Currency
(ii)	Discount if any	:	-do-
(iii)	F.O.B Price	:	-do-
(iv)	Approximate CIF price	:	-do-
(v)	Exchange rate taken into consideration at the time of submission of quotation.		
(vi)	Customs duty at the time of submission of quotation.		
(vii)	Make up		
(viii)	FOR Destination price against each item.		
- B For indigenous materials please specify -
 - (a) Items covered by DGS&D Rate Contract, Copy of DGS&D Rate Contract must be enclosed with the quotation.

(b) Items approved for which reference of approval report must be indicated, otherwise the offers will be treated as for non-approval items.

7. **Delivery Schedule** : Firm delivery should be specified. Delay in supplies in case of placement of order, shall be dealt as per liquidated damages clause of our standard terms and conditions.

This also is subject to force majeure condition. Condition like power shortage, raw material shortage and non-availability of booking space in train/vessel shall not be treated as the conditions of force majeure.

8. **Payment Terms** : 100% payment shall be made within 21 days after receipt of material(s) or bill(s) whichever is later.

9. The tenderers registered with DGS&D/NSIC/CCL for the items quoting should indicate their Registration No. and date upto which registration is valid and must enclose the photostat copy of the same as documentary evidence.

10. **SECURITY DEPOSIT** :

(a) The successful tenderer shall have to deposit an amount not exceeding 5% of the value of the order or Rs. 10,000/- whichever is less in form of (i) Cash/Bank draft, or (ii) Bank Guarantee from a recognised Bank in the prescribed performa, or (iii) Fixed deposits, or (iv) National Savings Certificates as security money. This security money is refundable after successful completion of the contract. Security money also does not carry any interest.

(b) This condition may be waived at the discretion of the management in case the suppliers are registered with DGS&D/NSIC/CCL. Discretion to waive this condition in other cases rests with purchaser.

11. Sample of items wherever necessary should be submitted free of costs alongwith the quotation for inspection by this office. Samples must be labled with the tenderer's name, address and this office enquiry no. and date of opening of tender.

12. Materials are subject to inspection by an authority to be deputed for the purpose before despatch, if necessary.

13. The packing of all the materials quoted shall confirm to the requirements of the carriers.

14. Supply order(s), if placed, shall be governed by the Standard Terms and Conditions of supply of stores, plant and equipment to CCL.

15. If the order is placed on the assurance of earlier delivery offered in preference to the lowest acceptable offer, in case of failure, you will be liable to pay the difference between the lowest acceptable offer and your offer.

16. The tenderers shall quote to the specifications given. They are, however, at liberty to quote for any other alternative separately which is in their opinion will serve the purpose. The materials shall confirm to relevant ISS and in its absence to appropriate BSS/VDE/DIN.

17. CCL reserve the right of accepting the whole or any part of the tender or the portion of the quantity offered and the tenderers shall supply the same at the rate quoted.

18. THIS TENDER ENQUIRY FORM SHOULD BE RETURNED ALONGWITH YOUR QUOTATION DULY SIGNED AND SEALED.

19. **E-payment** : Please submit duly filled in e-payment form (enclosed) for e-payment.

Enclo(s) :

1. Schedule of requirements.

2.

3.

As per Annexure enclosed.

BAH
14/7/19
HOD (Press)
CCL, Ranchi

HOD (Press)

SH
05/09/19

Procurement of ink for Gestetner Copy Printer of CCL Press, Ranchi.

- | | Qty. |
|--|---------|
| 1. Gestetner Copy Printer Ink (Black)
CPTI/CPI11, Each bottle containing
600 ml for model DX 4545/4542 | 60 nos. |

Bh
HOD (Press) 01/04/19
CCL, Ranchi
01/04/19



CENTRAL COALFIELDS LIMITED

(A Subsidiary of Coal India Limited)

DARBHANGA HOUSE, RANCHI - 834 001

ANNEXURE – A

TERMS AND CONDITIONS OF SUPPLY ORDER

1. **Terms of Payment** : 100% payment shall be made by the paying authority within 21 days from the date of receipt of the materials or bill(s) whichever is later.
2. **Submission of Bill(s)** : Your bill for 100% value with Sales Tax etc. duly stamped and pre-receipted in triplicate alongwith warranty certificate should be submitted to the paying authority. Two copies of the bill alongwith challan, R/R, or L/R, consignment note should invariably be sent to the consignee.
3. **Instruction to the Paying Authority** : Paying Authority shall obtain the supplier's copy of DRR and arrange payment.
4. **Instruction to the Consignee** : Any demurrage/wharfage charged paid by Central Coalfields Limited, shall be intimated to the Paying Authority for deduction of the same from supplier's bill.
5. **Instruction to the Supplier** : The supplier shall make all the efforts to complete the supply within the delivery period mentioned in the order. For the materials not supplied within the delivery period, the firm will take further extension of delivery period from the purchaser, before making further supply. Further extension of delivery may be granted with or without penalty on the merit of the case and discretion of the purchaser. Due to delay in supply if we are required to pay demurrage/wharfage, charges, the same will be on the suppliers account.
6. **Packing** : The stores should be properly packed and the supplier will be responsible for the stores not being sufficiently and properly packed for transport by Rail/Road so as to ensure that they are being free from loss or injury on arrival at destination. Packing shall be done as per railway packing code and clear R/R should invariably be obtained from carriers. Consignment booked on 'Said to contain Basis' shall be supplier's responsibility. No packing charges shall be payable unless otherwise agreed upon.
7. **Insurance** :
 - (a) All despatches against the purchase orders on F. O. R. forwarding station Ex-works basis shall automatically remain under the open policy taken by CCL. The suppliers are not to arrange for insurance. The consignee on receipt of the despatch advice from the suppliers shall record the same in their Insurance Declaration Register and submit the returns to the New India Assurance Co. Limited, Katchary Road, Ranchi-834001 every month in terms of the current open policy.
 - (b) For all despatches of F.O.R. destination basis, the suppliers should be responsible for safe arrival of the consignment upto destination. In case of shortage, damage, non-delivery the consignee shall assist in getting related documents from the Railways to enable to suppliers to take up with Railways for compensation. In such cases the consignees are not to arrange for Insurance coverage. All claims with regard to breakage/shortage non-delivery shall be reported to the supplier by the consignee within 30 days from the date of arrival of the consignment.
8. **Mode of Despatch** :
 - (a) The stores should be despatched by Goods Train/Passanger Train on Freight to pay/paid basis. In case of restriction on goods booking by Rail Authority, the stores may be despatched by passenger train freight to pay/paid and refuse note should accompany your bills. All consignments should invariably be booked to the consignee and not to 'SELVES'.
 - (b) The consignor must furnish timely intimation about the despatch of materials to the consignee by telegram under intimation to this office alongwith a copy of invoice. The photo copy/copy of R.R./PWB/RCN should be sent to the consignee so that the consignee can ascertain the destination and arrange to take delivery of the materials without incurring demurrage/wharfage charges.
 - (c) In case of despatches on F.O.R. destination basis the despatch is to be on 'Freight Paid' basis and the supplier can despatch the materials by any mode of transport by Rail or Road.
 - (d) In case of Road despatches the consignor should intimate the consignee in advance, the name of the transport and the location of the Depot where from they would be giving delivery to the consignee. The consignor should ensure despatch of the consignment through such Transporter who is having their Godown nearest to the consignee destination.
9. **Inspection** :
 - (i) Unless otherwise specified no initial inspection will be carried out.
 - (ii) Final Inspection will be carried out by the consignee at the destination site.
10. **Delivery** :
 - (a) The time for and the date of delivery of the stores stipulated in the ACCEPTANCE OF TENDER SHALL BE Deemed to be the ESSENCE OF THE CONTRACT and the delivery of the stores must be completed by the time specified.
 - (b) Despatch particulars of each and every consignments should invariably be intimated to this office.

Contd. Page 2

- 11. Fall Clause :**
- (i) The price charged for the stores supplied under the contract by the contractor shall in no event exceed the lowest price at which the contractor sells the stores or offer to sell stores of identical description to any person/organisation including the purchaser or any Department of the Central Government or any Department of State Govt. of statutory undertaking of the Central or State Govt. as the case may be during the period till performance of all supply orders placed during the currency of the contract is completed.
 - (ii) If at any time during the said period the contractor reduces the sale price, sale or offer to sell such stores to any person/organisation including the purchaser of any Deptt. of Central Govt. or any Department of State Government or any statutory Undertakings of the Central or State Govt. as the case may be at a price lower than the price chargeable under the contract shall forthwith notify such reduction or sale or offer or sale to the Director General of Supplies at Disposals and the price payable under the contract for the stores supplied after the date of coming into force of such reduction or sale or offer of sale shall stand corresponding reduced.
- 12. Inter-changeability:** (For spare parts) If a part is substituted by a new part or if there is any obvious typographical or clerical error in the part number and/or description of any item, you will supply the new/correct part without obtaining amendment to the supply order. Supply of such new/correct parts to the consignee, will however be accompanied with the following certificate and you will also attach this certificate with your bills to the paying authority who will make payment accordingly. A copy of this certificate alongwith a copy of bill should be sent to the consignee for acceptance of the materials.
- "The changed part Nos. are exact replacement of parts ordered and are suitable for and will fit in machine in the existing fittings for which they are intended".
- 13. Warranty:** You will be fully responsible for the Manufacturer's warranty in respect of proper design quality & workmanship of the part and their proper fitment to the Machines for which the same are ordered for a period of 12 months from the date of arrival at the ultimate destination.
- You shall replace such of these parts, which may require replacement under the above warranty free of cost to the purchaser, within 15 days from the date of receipt of intimation from the consignee in this regard. The warranty certificate shall be submitted alongwith your bill.
- 14. Failure to Supply :** In the event of failure to delivery/despatch of the stores within the stipulated date/period in accordance with the samples/drawings and or specification mentioned in the supply order and in the event of breach of any of the terms and conditions mentioned in the supply order, CENTRAL COALFIELDS LIMITED, shall be entitled at its option either.
- (a) to recover from the successful tenderer as agreed liquidated damages a sum not less than 12% of the price of any stores for which the successful tenderer has not been able to supply as aforesaid for each week or part of a week during which the delivery of such stores may be in arrears, limited to 5%, or
 - (b) to purchase elsewhere after notice to the successful tenderer on the account and at the risk of the defaulting supplier the stores not supplied or other items of a similar description without cancelling the supply order, in respect of the consignment not yet due for supply, or
 - (c) to cancel the supply order or a portion thereof, and if so, desired to purchase the stores at the risk and expenses of the defaulting supplier and also, or
 - (d) to extend the period of delivery with or without penalty as may be considered fit and proper. The penalty if imposed shall not be more than the mutually agreed liquidated damages referred in clause-(a) above except in cases referred to in clause-15 below.
 - (e) To forfeit the security deposit full or in part.
 - (f) Whenever under this contract any sum of money is recoverable from and payable by the supplier, CENTRAL COALFIELDS LIMITED shall be entitled to recover such sum by appropriating, in part or in whole by deducting any sum or which at any time thereafter may become due to the successful tenderer in this or any other contract should this sum be not sufficient to cover the full amount recoverable, the successful tenderer shall pay Central Coalfields Limited, on demand the remaining balance. The supplier shall not be entitled to any gain on any such purchase.
- 15. Force Majeure :** If the execution of the contract/supply order is delayed beyond the period stipulated in the contract/supply order as a result of out break of hostilities, declaration of an embargo or blockade, or fire, flood, acts of nature or any other contingency beyond the supplier's control the Chairman-cum-Managing Director, Central Coalfields Limited may allow such additional time by extending the delivery period, as he considers to be justified by the circumstances of the case and his decision shall be final. If and when additional time is granted by the Chairman-cum-Managing Director, the contract/supply order shall be read and understood as if it had contained from its inception the delivery date as extended.
- 16.** The courts at Ranchi in Jharkhand State only have the jurisdiction to deal with and decide any legal matter/dispute whatsoever arising out of this contract.
- 17.** The supply shall also governed by 'General Terms and conditions' of supply of stores.



e - Payment

(TO BE RETURNED TO THE COMPANY)

To
Central Coalfields Limited,
Darbhanga House, Ranchi.

Dear Sir,

REF : AUTHORISATION OF ALL OUR PAYMENTS THROUGH ELECTRONIC FUND TRANSFER SYSTEM/RTGS/CBS/INTRA BANK TRANSFER.

We, hereby authorise Central Coalfields Limited to make all our payments against our bills, Refund of Earnest Money Deposit and Security Deposit through Electronic Fund Transfer System/RTGS/CBS/Intra Bank Transfer. The details for facilitating the payments are given below.

(TO BE FILLED IN CAPITAL LETTERS)

1.	NAME OF THE BENEFICIARY	
2.	ADDRESS (WITH PIN CODE)	
3.	TELEPHONE NO. (WITH STD CODE)	
4.	BANK PARTICULARS	
(A)	BANK NAME	
(B)	BANK TELEPHONE NO. (WITH STD CODE)	
(C)	BRANCH NAME	
(D)	BANK BRANCH CODE	
(E)	BRANCH ADDRESS (WITH PIN CODE)	
(F)	BANK FAX NO. (WITH STD CODE)	
(G)	9 DIGIT MICR CODE OF THE BANK BRANCH (ENCLOSE COPY OF A CANCELLED CHEQUE)	
(H)	11 DIGIT IFSC CODE OF BENEFICIARY BRANCH	
(I)	BANK ACCOUNT NUMBER	
(J)	BANK ACCOUNT TYPE SINGLE OWNED (TICK ONE)	
	SAVING	
	CURRENT	
	LOAN	
	CASH CREDIT	
	OTHERS	
	IF OTHERS, SPECIFY	

5.	PERMANENT ACCOUNT NUMBER (PAN)																			
6.	E-MAIL ADDRESS FOR INTIMATION REGARDING RELEASE OF PAYMENTS																			
7.	CCL VENDOR CODE																			

I/We hereby declare that the particulars given above are correct and complete. If the transaction is delayed or credit is not effected at all for reasons of incomplete or incorrect information, I/We would not hold the Company responsible. We also agree to bear the bank charges, if any for enabling such transfer.

(AUTHORISED SIGNATORY)

Name :

Date :

Official Stamp :

s

BANK CERTIFICATION

It is certified that above mentioned beneficiary holds a Bank Account No. _____ with our branch and the Bank particulars mentioned above are correct.

(AUTHORISED SIGNATORY)

Authorisation No. :