

	<p align="center">THE COTTON CORPORATION OF INDIA LTD. (A Government of India Undertaking) 'Kapas Bhavan', Plot No.3-A, Sector 10, CBD-Belapur, Navi Mumbai 400 614 Tel No: +91-22-27579217, Fax No: 022- 27576030, 27579219 Email: headoffice@cotcorp.com; Website: www.cotcorp.gov.in; Ministry's Website: www.ministryoftextiles.gov.in</p>
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TENDER NOTICE

TENDER FOR CONTROLLERS TO CARRY OUT PHYSICAL VERIFICATION OF THE STOCKS

The Cotton Corporation of India Limited invites Sealed Tenders in two bid-system from the Controllers having country-wide network for carrying out physical verification of its stocks of all kinds of cotton bales, kapas, Lint Cotton, cotton seed, hessian/grey cloth, tarpaulins etc., as on 31st March 2012 stored in various upcountry centers under the jurisdiction of various branch offices of the Corporation.

The controllers must have a minimum experience of three years in carrying out such physical verification work for cotton bales. The tender documents are available at the above address or can be downloaded from the Corporations' website www.cotcorp.gov.in or from Govt. Tender Portal <http://tenders.gov.in> and CPP Portal <http://eprocure.gov.in>

The controllers may submit sealed tenders in the prescribed format alongwith EMD of Rs.10,000/- (Rupees Ten Thousand) by way of Demand Draft/ Pay Order favouring "The Cotton Corporation of India Limited", payable at Mumbai. Sealed tenders superscribing "TENDER FOR CONTROLLERS TO CARRY OUT PHYSICAL VERIFICATION OF THE STOCKS" addressed to General Manager (Purchase/Logistics) at the above-mentioned address should reach latest by 15th February 2012 upto 3:00 p.m. which will be opened on the same day at 3:30 p.m., in the presence of tenderers who may remain present.

GENERAL MANAGER (PURCHASE/LOGISTICS)

**TENDER FOR CONTROLLERS TO CARRY OUT PHYSICAL VERIFICATION
OF THE STOCKS OF THE CORPORATION**

TECHNICAL BID : I

(SPECIFICATIONS)

A. Eligibility Criteria

1) Whether the controller has office in Mumbai

Yes	No
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If yes, please furnish the following details :-

i) Name of the Organisation/Firm

ii) Year of Establishment

iii) Contact person

iv) Address of the Registered Office.

v) Address of office at Mumbai.

(with Phone/Mobile Nos., Fax Nos. & Email ID)

2) Whether the controller is having country wide network with offices in the major cotton growing states in India
If yes, please enclose location and address of the offices duly certified by the Authorised Signatory of the controller.

Yes	No
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3) Whether the Earnest Money Deposit for an amount of Rs.10,000/- (Rupees Ten Thousand only) has been given along with the Technical Bid-1 by way of Demand Draft or Pay Order in favour of The Cotton Corporation of India Ltd. payable at Mumbai.

Yes	No
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If yes, Details :-

Draft No :

Date :

Amount :

Bank's Name :

4) Whether the controller has a minimum experience of three years in carrying out such physical verification work for cotton bales.

Yes	No
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If yes, please enclose documents/Certificate from concerned client.

B. General Information

- 5) Whether Proprietorship, Partnership firm or Company :
- 6) (a). Name and Address of Bankers :
- (b). Account No. :
- (c). MICR code :
- (d). IFC code :
- 7) PAN No :
- 8) Service Tax Registration Number :

OTHER TERMS

- 1) The Controllers, who have given their godowns to the CCI for storage purpose, shall not be entitled to participate in this tender as it will adversely affect the independence of the Controllers to carry out physical verification of the stocks.
- 2) The controllers shall be required to carry out physical verification of the stocks of the Corporation as on 31st March, 2012 in respect of all centers/ G&P Factories / other destinations under the jurisdiction of various branches of the Corporation. For physical verification of stocks, your team shall visit the Branch Offices well in time preferably on 31st March, 2012 itself to collect the details of the centers/stocks for verification.
- 3) The Controller shall also be required to carry out physical verification of all kind of stocks stored in Central Warehousing Corporation (CWC) / State Warehousing Corporation (SWC) / Private godowns under management of CWC/SWC and stocks lying in other private godowns. Besides this, the controllers shall also verify the stocks all bales for its physical availability under GSF (Godown Storage Facility), whether belonging to private mills or institutional buyers. The job of physical verification should be completed by the controllers within stipulated time by deploying extra man-power.
- 4) The stocks to be verified shall include kapas, lint cotton, cotton bales, Grey Cloth / Hessian bales, tarpaulins and cottonseed etc stored in open or in boras, bags etc. Miscellaneous cotton either in bales or in loose, is also to be verified.
- 5) While carrying out physical verification of stocks, full particulars like crop year, variety, grade, Contract Number, particular of item, storage place, weight and other related particulars are to be mentioned clearly and specifically. If any stock is found damaged or affected then its full particulars are to be given in the verification report.
- 6) If at a particular centre, stocks available pertain to more than one centre then physical verification of stocks shall be done center-wise and report shall be prepared center-wise.

7) Stocks of only serviceable tarpaulins are to be verified on single piece basis of 60'x40' or 40'x40' size each. Tarpaulins in pieces are not to be taken into account.

8) Before carrying out physical verification, written declaration may please be obtained from the Centre In Charge regarding particulars of stocks available and its location/storage point. In respect of stocks inside the G&P factories, the written declaration must be signed by Centre In Charge and Factory In Charge of CCI and authorised representative of G&P factory and on the basis of these written declarations, physical verification may be carried out by your team. In respect of stocks of cotton bales under GSF scheme, name and address of the mill with location of godown may be spelled out clearly in the report.

9) Physical verification of the stocks at all points/centers must be completed well before 10th April, 2012. The physical verification report is to be submitted within 10 days to the Branch Office alongwith full supporting documents/ declaration/ calculation sheets/weight check details etc as a proof of actual physical verification done at each center/point.

10) Operation of the Corporation are spread over at more than 100 centers but verification of stocks shall depend on availability of stocks at different centers to be declared by the Branch Offices located in different States.

11) All work pertaining to physical verification of stocks etc shall be organized by the controller in close coordination with all concerned to avoid any delay.

12) For carrying out physical verification work, payment shall be made by the respective Branch Offices within 20 days on receipt of bill from the controllers as per rate decided/finalized by the Corporation subject to timely completion of the work, submission of reports and other documents as per requirement on time.

13) Tenderer should submit the tender as under :

Envelope A : Envelope A marked as Technical Bid-1 on the envelope, should contain Technical Bid-1 (Specification), alongwith other terms and EMD money.

Envelope B : Envelope B marked as Financial Bid-2 on the envelope, should contain Financial Bid-2 (Price Quotation).

Envelope C : Envelope C should contain Envelope A and Envelope B duly superscribing "Tender for controllers to carry out physical verification of the stocks".

Note : Each envelope should contain the name and address of the controller.

14) Tenders received without EMD money of Rs.10,000/- (Rupees Ten thousand only) are liable to be rejected.

15) Financial Bid-2 for price quotations shall be opened in respect of those tenderer who qualify Technical Bid-1 for specifications including deposit of Earnest Money and other requirements. Thereafter the rates will be finalized with L-1 tenderer. About 60% of total work will be given to the L-1 tenderer but looking to the requirement, such work can also be given to L-2 etc., if he agrees to carry out the work on the rates finalized with the L-1 tenderer.

16) The tender should be signed by the person having necessary authorization.

17) Tenders containing false, incomplete and/or inadequate information are liable to be rejected.

18) The Corporation reserves the right to accept or reject any/all tender without assigning any reason thereof.

DECLARATION BY THE TENDERERS WHO HAVE DOWNLOADED TENDER DOCUMENTS FROM THE WEBSITE

19) I/We hereby declare that I/We have downloaded the tender documents from The Cotton Corporation of India Ltd. website www.cotcorp.gov.in or from Govt. Tender Portal <http://tenders.gov.in> and CPP Portal <http://eprocure.gov.in> and printed the same. I/We have verified the contents of the printed documents from the website and there is neither any addition nor any deletion nor any alteration to the content of the tender documents.

20) I/We declare that the information /tender form downloaded is original and in the event of this being different from the original tender documents, my tender documents may be rejected by the Corporation including forfeiture of earnest money.

Signature of the Tenderer :

Name of the Tenderer :

Address & Seal :

Contact Tel./Mobile Nos. :

**TENDER FOR CONTROLLERS TO CARRY OUT PHYSICAL VERIFICATION OF THE
STOCKS OF THE CORPORATION**

FINANCIAL BID : II

(PRICE QUOTATIONS)

Please quote your minimum acceptable rates for the following :

Sr. No.	Item for Physical Verification	Unit	Approx. Quantity (All centres)	Lowest Acceptable rate in Rs. per unit
	I	II	III	IV
1.	Cotton Bales/ Boras/ Bundle	Per Bale/ Bundle/bora	2 lakh bales	
2.	Kapas (raw cotton)	Per Full heap of kapas	100 heaps	
3.	Cotton Seed	Per Full heap of cotton seed	50 heaps	
4.	Part Heaps of Kapas/ cotton seed (on actual weighment basis)	Per Quintals	50,000 quintals	
5.	Hessian/grey cloth bales	Per bale or part thereof	1000 bales	
6.	Tarpaulins -cotton canvas / PVC (each of 60' x 40' or 40'x40' size)	Per tarpaulin	6000 nos. tarpaulins	
7.	Expenses including traveling/lodging / boarding/ incidental etc.	Per centre	100 centres	

Note : 1) The above rates should be inclusive of all Service tax/Cess etc.

2) The approximate quantity shown above is just estimated quantity, which may vary depending upon the deliveries effected before 31st March 2012 or otherwise also.

Signature of the Tenderer :

Name of the Tenderer :

Address & Seal :

Contact Tel./Mobile Nos. :

**CHECK LIST FOR SUBMISSION OF TENDER FOR CONTROLLERS TO CARRY OUT
PHYSICAL VERIFICATION OF THE STOCKS.**

TENDERERS MUST CHECK THE FOLLOWING POINTS BEFORE SUBMITTING THE TENDER:

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| 1. Whether details of countrywide location and addresses of the offices duly certified by the Authorised Signatory of the controller is enclosed as per Point No.2 of the Technical Bid-I. | Yes | No |
| 2. Whether EMD amount of Rs. 10,000/- favouring “The Cotton Corporation Of India Ltd.,” payable at Mumbai is enclosed alongwith Technical Bid-1. | Yes | No |
| 3. Whether documents/certificate from concerned client, for experience of three years in carrying out such physical verification work for cotton bales is enclosed as per Point No.4 of Technical Bid-I. | Yes | No |
| 5. Whether the Envelope A contains Technical Bid-1, other terms and EMD money. | Yes | No |
| 6. Whether the Envelope B contains Financial Bid-2. | Yes | No |
| 7. Whether the entire Tender Documents are duly signed and numbered by Authorized Representative. | Yes | No |