



TENDER NOTICE

NIT No. CMPDI/RI-VII/P&C/E-1929

Dated: 06/01/2022

Sealed Tenders are invited from vendors for Procurement of Printed envelope and tags for Regional Environment and Chemical Lab of CMPDI, RI-VII, Bhubaneswar.

Description of Item	Procurement of Printed envelope and tags for Regional Environment and Chemical Lab of CMPDI, RI-VII, Bhubaneswar.
Estimated value of tender	Rs. 20336.00 (incl of GST)
Application Fee	NIL
Issue of tender documents	Begins on – 06/01/2022 Closes on – 15/01/2022 at 04: 00 PM

Earnest Money Deposit Amount : Nil

DUE DATE & TIME OF SUBMISSION OF TENDER : 17/01/2022 at 03:00 PM

Date & Time of opening of Tenders: 17/01/2022 at 03:30 PM

Tender documents can be obtained from the NODAL OFFICE (PURCHASE & CONTRACT), CMPDI, RI-VII, Bhubaneswar – 751013 on any working day as per schedule. The same can also be downloaded from the CMPDI website www.cmpdi.co.in The bidder who will download tender document from website shall have to submit duly filled in certificate as per Annexure –IV of Tender Document along with their offer.

Completed and sealed tender documents in accordance with instructions contained in Tender Document should be submitted/dropped in tender box located at CMPDI, RI-VII, Bhubaneswar – 751013 on or before 17/01/2022 at 03:00 PM and tender shall be opened on 17/01/2022 at 03:30 PM in E&M department CMPDI, RI-VII Bhubaneswar. Tenders received through post/courier within the due date and time of submission will also be dropped in the tender box which will be sealed immediately after the time of submission as mentioned in tender notice. Tender/s received after due date and time of submission will not be considered for evaluation.

भवदीय,

*21/01/2022
06/01/2022*
Nodal Officer (P &C)

प्रतिलिपि :

1. RD, RI-VII, CMPDI, Bhubaneswar.
2. All Notice Boards, CMPDI, RI-VII, Bhubaneswar
3. HOD (Environment) CMPDI RI-VII Bhubaneswar
4. HOD (Geomatics) CMPDI RI-VII Bhubaneswar (For kind information and for displaying tender notice & Tender document in CMPDI website)
5. HOD (Finance), CMPDI, RI-VII, Bhubaneswar.
6. OIC (Lab.) CMPDI RI-VII Bhubaneswar





TENDER DOCUMENT

NIT NO: CMPDI/RI-VII/ P&C/E- | 22-3

Dated: 06/01/2022

I	Sealed Offers are invited for Procurement of Printed envelope and tags for Regional Environment and Chemical Lab of CMPDI, RI-VII, Bhubaneswar as per the SCHEDULE OF REQUIREMENT/ Technical specifications (Ref: ANNEXURE – I) and terms & conditions given below	
II	DETAILS OF TENDER :	
a	TYPE OF TENDER	Open Tender
b	ESTIMATED VALUE OF TENDER	Rs. 20336.00 (incl. GST)
c	EARNEST MONEY DEPOSIT (EMD) :	NIL
d	ISSUE OF TENDER DOCUMENT BEGINS	On 06/01/2022
e	ISSUE OF TENDER DOCUMENT CLOSES	On 15/01/2022 at 04: 00 PM
f	DUE DATE & TIME OF SUBMISSION OF TENDER	On 17/01/2022 at 03:00 PM
g	DUE DATE & TIME OF OPENING OF TENDER	On 17/01/2022 at 03:30 PM
h	COST OF TENDER DOCUMENT	-NIL-

TERMS & CONDITIONS

I. MODE & METHOD OF SUBMISSION OF TENDER: -

The offer should be submitted in a sealed cover addressed to "NODAL OFFICER (PURCHASE & CONTRACT)" mentioning QUOTATION FOR "Procurement of Printed envelope and tags for Regional Environment and Chemical Lab of CMPDI, RI-VII, Bhubaneswar" on top of the envelope super scribed with the tender reference number & date and should be submitted/dropped in tender box located at CMPDI, RI-VII, Bhubaneswar – 751013 on or before 17/01/2022 at 03:00 PM. Tenders received through post/courier within the due date and time of submission will also be dropped in the tender box which will be sealed immediately after the time of submission as mentioned in tender notice. Tender/s received after due date and time of submission will not be considered for evaluation.

IMPORTANT NOTE :-

Bidders are requested to submit the offer complete in all respects as per the tender document along with supporting documents, failing which the offer may not be considered.

All pages of the offer, including enclosures, should be signed and stamped without which the offer shall be rejected.





II. COMMERCIAL TERMS AND CONDITIONS: Bidders are requested to read the following terms and conditions carefully before submitting the offer. **It is essential for the Bidder to un-conditionally accept all the terms and conditions indicated below :**

- 1) The tenderers shall quote as per the Schedule of Requirement as per Annexure-I and Price Bid Annexure –II.
- 2) **Tender will be evaluated on Item wise L1 basis. It is not compulsory to quote for all the items in Price bid. Only quoted items are considered for evaluation.**
- 3) The rates quoted should be firm, inclusive of GST and FOR CMPDI, RI-VII, Bhubaneswar and shall be valid for 120 days.
- 4) Delivery shall be completed within 15 days after issue of supply order.
- 5) The tender shall be opened in E&M department, CMPDI, RI-VII, Bhubaneswar. [If the tender is not opened on the above date due to unforeseen circumstances, then it will be opened on the next working date]
- 6) The materials have to be delivered at CMPDI Store, RI-VII, Bhubaneswar.
- 7) Liquidated Damage: As per Annexure-III.
- 8) Payment shall be made within 21 days of receipt of the material subject to satisfactory inspection report.
- 9) **PURCHASE PREFERENCE TO PUBLIC SECTOR ENTERPRISES AND MSEs (Refer Annexure V)**
- 10) The tenderer is required to submit GST Identification number/GSTIN certificate. In case the party is not registered for GST, a certificate on that account from a charted accountant must be submitted along with PAN Card.
- 11) Certificate as per Annexure –IV to be furnished by the Bidder in case the tender document is downloaded from Website
- 12) Any legal issue arising out of the above tender is subject to the court of Bhubaneswar only.
- 13) The company reserves the right to reject any or all the quotations without assigning any reason thereof.

Note: No deviation of the terms and conditions of the tender document is acceptable. Bids having terms and conditions which deviates from the tender terms and conditions are liable for rejection.

भवदीय,
21/01/2021
Nodal Officer (P & C)

प्रतिलिपि :

1. RD, RI-VII, CMPDI, Bhubaneswar.
2. All Notice Boards, CMPDI, RI-VII, Bhubaneswar
3. HOD (Environment) CMPDI RI-VII Bhubaneswar
4. HOD (Geomatics) CMPDI RI-VII Bhubaneswar (For kind information and for displaying tender notice & Tender document in CMPDI website)
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SCHEDULE OF REQUIREMENT/ FORMAT TO BE PRINTED ON ENVELOPE AND TAGS

ANNEXURE- I

FORMAT -1- AS GIVEN BELOW TO BE PRINTED ON ENVELOPE FOR QUANTITY -3600 NOS

TO BE FILLED IN LAB	
SAMPLE CODE:	
MACHINE NO.:	
DATE OF SAMPLING:	
STARTING TIME& DATE:	
CLOSING TIME& DATE:	
FOR PARTICULATE MATTER	
FILTER PAPER NO. :	
PLASTIC COVER NO.:	
IMMR (m ³ /min):	
FMMR(m ³ /min):	
ITTR (Hr):	
FTTR (Hr):	
FOR GASEOUS POLLUTANT	
VOL OF ABSORBANT (ml); FOR SO ₂ :	FOR NO _x :
FLOW RATE INITIAL (LPM):	
FLOW RATE FINAL (LPM):	
Signature of sampler	

FORMAT -2- AS GIVEN BELOW TO BE PRINTED ON ENVELOPE FOR QUANTITY -3600 NOS

TO BE FILLED IN LAB	
SAMPLE CODE:	
MACHINE NO.:	
FLOW RATE (LPM):	
DATE OF SAMPLING:	
STARTING TIME& DATE:	
CLOSING TIME& DATE:	
FOR PM 2.5	
FILTER PAPER NO. :	
IGVR (m ³):	
IGVR(m ³):	
ITTR (Hr):	
FTTR(Hr)	
Signature of sampler	

FORMAT -3 -AS GIVEN BELOW TO BE PRINTED FOR TAGS FOR QUANTITY -500 NOS

O	
ACCEPTED/REJECTED	
SAMPLE CODE:	
INSPECTED VIDE LETTER NO.:	
RELATED JOB NO.:	
DATE:	
PRESERVATIVES ADDED:	
HOLDING TIME
Signature of the sampler

Scope Of work

1. Printed Envelope of size (approx.) 10 "x4" ; Min Thickness :20 GSM
2. Tag size 5 1/2" x 2 1/2 " (approx); Min Thickness : 300 GSM; Each Tag should have an eyelid on it for insertion of thread to tie the tag with the sample bottle
3. The price quoted should be inclusive of the cost of envelope & Tag and cost of printing the formats as given above on Envelope & Tag
4. The formats for printing envelopes and tags are given above as FORMAT -1, FORMAT-2 & FORMAT-3.
5. All Tags are to be printed in FORMAT -3.
6. 3600 envelopes are to be printed in FORMAT - 1 and the rest 3600 envelopes are to be printed in FORMAT -2
7. The items should be delivered within 15 days from the date of issue of supply order



Annexure-II

Price Bid (BOQ)

(Tender will be evaluated on Item wise L1 basis. It is not compulsory to quote for all the items in Price bid. Only quoted items are considered for evaluation.)

Sl.No.	Name of items	The envelopes and tags are to be customized and the formats that are to be printed on them :	Units	Quantity required (a)	Unit Price in Rs. (b)	GST per unit in Rs. (c)	Unit price inclusive of GST in Rs. (d)= (b)+(c)	Total Amount inclusive of GST in Rs. (a) X (d)
01	Printed Envelope of size (approx.)10 "x4" ; Min Thickness :20 GSM	(as per Schedule of requirement Annexure- I)	Each Envelope	7200				
02	Tag size 5 1/2" x 2 1/2 " (approx); Min Thickness : 300 GSM; Each Tag should have an eyelid on it for insertion of thread to tie the tag with the sample bottle	(as per Schedule of requirement Annexure- I)	Tag	500				

***The price quoted for item no. 01 should be inclusive of the cost of envelope and printing.**

***The price quoted for item no. 02 should be inclusive of the cost of Tag and printing.**





Annexure-III

LIQUIDATED DAMAGE

The time for and the date of delivery of the stores stipulated in the Purchase order shall be deemed to be of the essence of the contract and delivery of the stores must be completed by the date specified.

1. In the event of failure to deliver/dispatch the stores within the stipulated delivery date/period in accordance with the sample and/or specifications mentioned in the supply order and in the event of breach of any of the terms and conditions mentioned in the supply order, the CMPDI should have the right:
 - a) To recover from the successful tenderer as agreed liquidated damages a sum not less than half percent ($\frac{1}{2} \%$) of the price of any stores 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 ten percent (10%). Where felt necessary, the limit of 10% can be increased to 15% at the discretion of Head of the Material Management Department.
 - b) To purchase elsewhere, after due notice to the successful tenderer on the account and at the risk of the defaulting supplier the stores not supplied or others of a similar description without canceling 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 cost of the defaulting supplier and also
 - 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 agreed liquidated damages referred to in Clause (a) above, except in cases referred to in Clause-2 below.
 - e) To forfeit the security deposit full or in part.
 - f) Whenever under this contract a sum of money is recoverable from and payable by the supplier, CMPDI shall be entitled to recover such sum by appropriating, in part or in whole by deducting any sum or any other contract should this sum be not sufficient to recover the full amount recoverable, the successful tenderer shall pay the CMPDI on demand the remaining balance. The supplier shall not be entitled to any gain on any such purchase.
2. If the execution of the supply order is delayed beyond the period stipulated in the contract/supply order as a result of outbreak of hostilities, declaration of an embargo or fire, or blockade, flood, acts of nature or any other contingencies beyond the supplier's control, due to act of god than CMPDI may allow such additional time by extending the delivery period as it considers to be justified by the circumstances of the case and his decision shall be final. If and when an additional time is granted by the CMPDI, the supply order shall be read or understood as if it had contained from the inspection of the delivery date as extended.





cmpdi
A Mini Ratna Company

सेन्ट्रल माइंग प्लानिंग एण्ड डिजाइन इन्स्टीच्यूट लिमिटेड
(कोल इण्डिया लिमिटेड की अनुषंगी कंपनी / भारत सरकार का एक लोक उपक्रम)
क्षेत्रीय संस्थान-7, प्लॉट नंबर: ई-4, गाँधी पार्क के निकट, सामन्तापुरी, पो: आरआरएल, भुवनेश्वर 751 013 (ଓଡ଼ିଶା)
Regional Institute VII, Plot No: E-4, Near Gandhi Park, Samantapuri, PO: RRL, Bhubaneswar 751013 (Odisha)
Registered Office, CMPDI HQ, Gondwana Place, Kanke Road, Ranchi-834031
CORPORATE IDENTITY NUMBER - U14292JH1975GOI001223

ANNEXURE-IV

Format

(Certificate to be furnished by the Bidder in case the tender document is downloaded from Website.)

CERTIFICATE

(only for Tenderer using downloaded tender document from Website)

I/We.....undertake that the Tender submitted by us is downloaded from Website (<http://www.cmpdi.co.in> or <http://www.tenders.gov.in>) and is same in content and form (verbatim), and any deviation, if detected, at any stage, would entitle CMPDI to reject our bid/offer without assigning any reason or recourse to any penal action, and would be legally binding on us.

Signature of Tenderer

Seal.....



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ई-मेल/E-mail: rdr7.cmpdi@coalindia.in
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Regd. Office : Gondwana Place, Kanke Road, Ranchi-834031 (JHARKHAND)



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सेन्ट्रल माईन प्लानिंग एण्ड डिजाइन इन्स्टीच्यूट लिमिटेड
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Central Mine Planning & Design Institute Limited
(A Subsidiary of Coal India Limited / Govt. of India Public Sector Undertaking)
Regional Institute VII, Plot No: E-4, Near Gandhi Park, Samantapur, PO: RRL, Bhubaneswar 751013 (Odisha)
Registered Office, CMPDI HQ, Gondwana Place, Kanke Road, Ranchi-834031
CORPORATE IDENTITY NUMBER - U14292JH1975GOI001223

Annexure V

PURCHASE PREFERENCE TO PUBLIC SECTOR ENTERPRISES AND MSEs :

(a) Purchase Preference to Public Sector Units will be applicable as per BPE / GOVT. OF INDIA guidelines, issued from time to time.

(b) **Micro & Small Enterprises** – Purchase preference will be applicable to the Micro & Small Enterprises, as under, as per provision of “Public Procurement Policy for Micro and Small (MSEs) Order, 2012” and the Govt. of India guidelines issued from time to time.

The vendors should confirm their MSME Registration for the tendered item(s) along with the name of the Registering Authority.

NB: The above mentioned purchase preference will not be applicable for the items, which are not covered under MSME registration



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