

CHECK LIST

Kindly ensure compliance of the under-mentioned requirements, as per
Tender Terms & Conditions.

1.	Whether the prescribed EMD is submitted to E-portal ?	Yes : No.
2.	Whether details of tenders' Biodata uploaded ?	Yes : No.
3	Whether latest Income tax and Sales tax clearance certificates attached.	Yes : No.
4.	Whether PAN CARD is uploaded ?	Yes : No.
5.	Whether all the pages in the Technical Tender and Price Quote have been dully signed by authorised signatory	Yes : No.
6.	Sample should be submitted before opening the Technical Tender.	Yes : No.
7	Whether client list is uploaded ?.	Yes : No.

SIGNATURE OF THE TENDERER

TECHNICAL SPECIFICATION

1. Big size Diaries for the year 2016 :

Size: 18.5cm width x 24.5 cm length to be printed as per our Art work on 70 GSM Maplitho Paper, Single colour, One-Day-A-Page with planner & month wise index with different colour sticker, Printing matter approximate 19 pages both side printing to be inserted after the 1 st page & inner one page in multi colour printing.

Cover Pages:- 4 cover pages in multi colour with art work.

2. Small size Diaries for the year 2016:-

Size: 14.5 cm width x 22.5 cm length to be printed as per our art work on 70 GSM Maplitho Paper, Single colour, one-day-A-page. Printing matter approximate 19 pages both side printing to be inserted after the 1 st page & inner one page in multi colour printing.

Cover Page: 4 pages in multi colour with art work.

3 New Year & Makarasankranti Greeting Card-2016:-

Size:- 5"x7", 300 GSM art card 4 folding page, multi colour printing with Lamination in front page, Cover page Multi colour Printing, 90 GSM maplitho paper.

One sample as per specification shall be submitted on or before opening technical tender.

QUALIFICATION DETAILS

Tenderer's Data

1.	Name and Address of the Firm. Telephone No. Cell No. Fax No. E-Mail.	
2.	Name and Designation of Principal Officer / Person to be contacted.	
3.	Status (Whether an Individual / Partnership / Firm / Public / Private Limited Company)	
4.	In case Partnership Firm a) Whether it has been registered. b) If registered, provide certified, extract from the Registrar of Firm. c) Name of all Partners. d) Details of Partnership deed. (Please enclose copy of the same)	
5.	Year of Establishment of Firm.	
6.	Whether Service Tax Certificate is enclosed	
7.	Whether SSI Registration Certificate enclosed	

8.	TIN No.		
9.	1. Income Tax PAN Certificate No. & Date (Please enclose copy) 2. Any other information you like to furnish		
10.	Whether VAT Certificate is enclosed		
11.	Last three years Turnover	Year	Turnover / Rs. In Lakhs

12. List of leading customers and with value of business of each:

Sl. No.	Names of Customer	Value of Business / Lakhs Rs.
1.		
2.		
3.		
4.		
5.		

DECLARATION

The above information is true in all respects and we undertake to inform you if any change in the above particulars regarding our business from time to time.

Place:

Signature of Authorized Representative of the Firm under proper seal.

DHARWAD,HAVERI,GADAG & UTTARAKANNADA COOP. MILK

PRODUCERS' SOCIETIES UNION LTD : DWD

LAKKAMANHALLI INDL.AREA, DHARWAD – 580 004

0836-2467603/2468380 Cell:9480682728 fax: 0836-2468268 E-mail dharnarin@gmail.com

No.KMF/2015-16/IND2704

DATE: 20-11-2015

**** SHORT TERM E-TENDER NOTIFICATION ****

The Dharwad, Haver, Gadag & Uttarakannada Co-Op Milk Union Limited, Dharwad (DAMUL) invites tender from eligible suppliers for Printing & supply of the following size Diaries for the year 2016 as per our specification mentioned in tender documents.

SNo	Particulars	Quantity
1	Big size Diaries 18.5 cm width x 24.5 cm length	100 No's
2	Small size Diaries 14.5 cm width x 22.5 cm length	3700 Nos
3	New Year & Makara Sankranti Greeting Cards-2016	1000 No's

The tender processing charges (non-refundable) & **EMD of Rs.10,000-00** may be paid to e-portal in any one of forms as specified in the tender documents. For further details, can be log on to <https://eproc.karnataka.gov.in> or call e-procurement helpdesk on 080-25501216 / 25501227. The DAMUL will not be held responsible for the website problems if any, last date submission or non-receipt of the same.

1	Last Date & Time for receipt of tender	10.12.2015, 04.00 PM
2	Date & Time for Opening of Technical Bid	11.12.2015, 04.30 PM onwards
3	Date & Time for Opening of Financial Bid	14.12.2015, 11.00 AM onwards

Managing Director
Dharwad Co-Op Milk Union Ltd

PRICE QUOTE

From:

Date:.....

M/s.....

.....
.....

To:

**The Managing Director,
Dharwad Co-Op Milk Union Ltd,
Dharwad**

Sir,

**SUB: "Supply of Big & Small size Diaries, New Year & Makara Sankranti
Greetings Cards for the year 2016:-reg**

With reference to the above subject, I / We herewith submitting my / our tender
for
the followings on F.O.R **DESTINATION** basis.

Sl No	PARTICULARS	Unit	Rate	Total Amount
1	Big size Diaries for the year 2016 18.5 cm width x 24.5 cm length	100 No's		
2	Small size Diaries for the year 2016 14.5 cm width x 22.5 cm length	3700 No's		
3	New Year & Makara Sankranti Greeting Cards-2016.	1000 No's		
Excise Duty @				
CST / VAT @				
Service Tax @				
Transportation				
Sub Total				
Total Rs.				

In words (Rs.)

.....

(The Above Price is Inclusive of All Taxes)

I / We hereby once again confirm that, I / We have thoroughly studied the tender document
and understood the Terms & Conditions, Tender Specifications, Details of Goods Required

etc. I / We fully understand the nature of the item I / We have quoted for, the quantity & specifications of the same also. My / Our offer to supply the stocks is strictly in accordance with these requirement. I / We hereby agree that, the decision of Managing Director, Dharwad Co-Op Milk Union Ltd. Dharwad shall be final in any dispute regarding the supply, Terms & Conditions of this tender.

SIGNATURE OF THE TENDERER

TENDER APPLICATION

From:-

**TO
The Managing Director,
Dharwad Milk Union Ltd.,
Lakkammanahalli Indl.Area,
DHARWAD – 580 004.**

Sir,

Sub: Tender for Diary-16-Reg;

* * * * *

Having examined the tender documents thoroughly and taking into consideration all instructions, terms & conditions detailed in Tender document, I / We hereby submit all the necessary documents and relevant information for above mentioned tender.

I / We understand that the ‘ Managing Director ’ reserves the right to accept or reject any tender / offer.

SIGNATURE OF THE TENDERER

TENDER TERMS AND CONDITIONS

1. The Technical Tender & Commercial Tender duly completed along

With prescribed EMD shall uploaded in E-procurement portal.

1.1 Tender must be uploaded by the supplier as per the time and date specified

In the tender notification.

1.2 The Tenderer received after the due date & time, will be summarily rejected.

1.3 Negligence of the tenderer in preparing the tender, confers no right to withdraw

the tender after it was opened and no responsibility shall be taken for the pre-

matured opening of the tender, which is not properly addressed & identified.

1.4 Tenderers should furnish their complete address for the purpose of further

correspondence pertaining to tender document and the tenders received after

the due date and time will be summarily rejected.

2.TENDER QUANTITIES:-

2.1 The quantities declared for tender are only estimated and liable for variation.

2.2 The quantity that would be purchased from the selected tenderer, depends on

the quality and performance of material supplied.

2.3 No claims in this regard shall be entertained.

3. EARNEST MONEY DEPOSIT(EMD):-

3.1 The Tenderer shall be furnished E.M.D. as mentioned against each item and

Tender procceing fee through any of the following online modes of e-payment as

Mentioned in e-procurement portal.

1.Credit Card

2.Direct Debit(ICICI Bank Account holders)

3.National Electroni Fund Transfer(NEFT)/Real Time Gross Settlement(RTGS)

4.Over-the Counter(OTC) remittance at ICICI Bank designed branches.

3.2 The EMD is to protect the Dharwad,Haveri,Gadag & Uttarakannada Co-op Milk

Union Ltd., against risk of tenderers conduct, which would warrant the security and forfeiture.

3.3 The E.M.D of successful tenderers will be released after material supplied.

3.4 The E M D shall be denominated in Indian Rupees..

3.5 The EMD may be forfeited:

a) If the tenderer withdraws his tender during the period of tender validity specified by Dharwad Milk Union Ltd.,

OR

b) In case of successful tenderer fails to:

- i) Execute the contract agreement
- ii) Furnish the Security Deposit

4. PERIOD OF VALIDITY OF TENDER:-

The rates quoted in tenders shall have to be valid for 90 days after opening of tenders.

5. SUBMISSION OF SAMPLES:-

5.1 One sample for each item shall be submitted for verification of quality and performance as conforming to our specification along with tender.

6. OPENING OF TENDERS:-

6.1 Technical Tender shall be opened on the date / time and venue specified in the tender notification.

6.2 Technical tender , wherein, the pre-qualification, based on various factors such as supply capacity, quality of service, suitability and eligibility of the tenderer will be evaluated, considered and decided prior to opening and consideration commercial tender.

7. (PRICE QUOTE) OF THE TENDER:-

7.1 The Commercial tender of the tenderers which do not satisfy any / all the terms & conditions specifically so mentioned under Tech. tender and / or their capacity/suitability & eligibility will not be considered and will not be opened.

7.2 Price Quote wherein the rates tendered by those who qualify themselves for and are selected as per the Terms and Conditions prescribed in Technical Tender only will be considered and decided for the award of the contract on the basis of the rates tendered / finalized.

8. EXAMINATION OF TENDERS:-

The purchaser will examine the tenders to determine whether they are complete, Whether any computational errors have been made, whether required Sureties have been furnished, whether the documents have been properly Signed and whether the tenders are generally in order. Tenders from Agents, without proper authorization from the manufacturer treated As non-responsive.

9. CRITERIAL FOR AWARD OF CONTRACT:-

The Dharwad,Haveri,Gadag & Uttarakannada Co-op Milk Union Ltd., Dwd shall award the contract to the tenderer who has been determined to be substantially responsive to the tendering.

10. DHARWAD MILK UNION LTD., RIGHTS:-

10.1 The Dharwad,Haveri,Gadag & Uttarakannada Co-op Milk Union Ltd., Dharwad
reserves the right to accept or reject any or all offers without assigning any reason.

10.2 The Dharwad,Haveri,Gadag & Uttarakannada Co-op Milk Union Ltd., Dharwad
reserves the right at the time of award of contract to increase or decrease
the quantity of goods indicated in the schedule without change in price or
other Terms & Conditions.

11. TAXES AND DUTIES:-

Suppliers shall be entirely responsible for all taxes,duties,license fees, Octroi,
Road permits etc incurred until delivery of the contracted Goods to the purchaser.

12. Delivery Period:-

The successful bidder should supply the material with in 15 days from the date of
invoice.

13. TRANSPORTATION & DELIVERY:-

The materials supplied shall be on “ **DOOR DELIVERY** ” basis including unloading charges.

14. INSPECTION AND TESTS:-

The Union shall have the right to test goods to confirm their conformity to the prescribed specification.

15. PAYMENT:-

15.1 a) The payment shall be made within 15 to 20 days, after complete supply of each item within the delivery period.

16. DELAY IN PERFORMANCE OF THE SUPPLIER:-

16.1 Delivery of materials shall be made by the supplier in accordance with time Schedule specified by the The Dharwad,Haveri,Gadag & Uttarakannada Co-op Milk Union Ltd., Dharwad.

16.2 An extraordinary delay or non-supply by the supplier in the performance of its delivery obligations shall render the supplier liable to any or all the following action.

- a) Forfeiture of EMD
- b) Imposition of liquidated damage and / or
- c) Termination of the order for default

17. DISPUTE:-

The Dharwad,Haveri,Gadag & Uttarakannada Co-op Milk Union Ltd., Dharwad and the supplier shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute arising between them under or in the connection with the supply. However the decision of M.D. DMU shall be final & binding on supplier.

18. JURISDICTION:-

For settlement of any dispute against this tender shall be subject to the jurisdiction of law courts in Dharwad city only.

19. FORCE MAJURIE:-

The contract shall be subject to the principles governing "Force Majurie". Neither party shall be considered in default in performance of its obligations, if such performance is prevented or delayed because of war, Hostilities, Revaluation, Civil Commotion, Strike, Epidemics, Accidents, Fire, Wind, Flood, Earthquakes, or because of Law & orders, proclamations, regulations or ordinance of any Government or any act of good and for any other cause whether of similar or dis-similar nature beyond the control of the parties affected. Should one or both of

the parties be prevented from fulfilling its contractual obligations by a state of force majeure lasting continuously for a period of three months, the parties should consult each other regarding the future implementation of this agreement.

20. INDEMNITY:-

The contractor shall have to indemnify and also keep indemnified and The Dharwad,Haveri,Gadag & Uttarakannada Co-op Milk Union Ltd., Dharwad against any or all damages or losses caused to the Dharwad,Haveri,Gadag & Uttarakannada Co-op Milk Union Ltd., Dharwad and arising from any omission or commission defaults etc., for which The Dharwad,Haveri,Gadag & Uttarakannada Co-op Milk Union Ltd., Dharwad shall not be made responsible in any manner whatsoever.

MANAGING DIRECTOR.

The above terms & conditions & specification enclosed are read & understood and agreeable by me / us.

SIGNATURE OF THE TENDERER