



सीमेंट कारपोरेशन ऑफ़ इंडिया लिमिटेड

Cement Corporation of India Ltd

(A Govt. of India Enterprise)

(An ISO 9001:2015 & ISO 50001:2018 Certified)

Rajban,

तहसील पांवटा साहिब, जिला-सिरमौर (हि.प्र.) 173029

Ref: RCF/HR/Ltd. Tender/Courier/2022-23

Date: 10.11.2022

CORRIGENDUM-I

For Annual Rate Contract for 2021-22

Limited tender for providing courier services on rate contract basis for two (02) years which can be extendable by another one year, based on satisfactory performance.

Unit.....Rajban

Tender-ID: Ref.No: RCF/HR/Ltd. Tender/Courier/2022-23
Dated: 29.09.2022

Subject:Limited tender for providing courier services on rate contract basis for two (02) years which can be extendable by another one year, based on satisfactory performance.

Opening date for sale of Tender: 11.11.2022, the complete tender documents are available on our website: www.ccilttd.in

Closing date for sale of Tender: 26.11.2022 (1:00 PM)

Last date of Submission Tender documents:26.11.2022 (up to 2:00 PM)

Opening date of Tender:26.10.2022 (at 03:30 PM) at
Admin Building

Tender:View (Limited Tender)

HOD (M&Cs)

HOD (HR)

Ref.No: **RCF/HR/Ltd. Tender/Courier/2022-23**

Date 29.09.2022

To,
M/s _____

Tender Documents

1. Cement Corporation of India Ltd. (A Govt. of India Enterprise) invite sealed tenders for **providing Courier Services at CCI Rajban** from reputed agencies. The terms & conditions and other condition are given in Annexure-I & II respectively.

2. The formats for price BID are at annexure III for full time and need basis respectively.

3. The tenders are to be sent in two separate sealed envelopes, one containing only price bid Super scribed as **"PRICE BID"** and the other containing terms and conditions duly signed and EMD and other documents super scribed as **"Techno- Commercial Bid"**. Both these envelopes are too sealed in a separate envelop super scribing **"Tender for Providing Courier Services at CCI Rajban"**.

4. The tender shall be signed by a person duly authorized person of the agency and shall be sent to:

HOD (HR)
Cement Corporation of India Ltd.
Rajban Cement Factory
At & PO- Rajban, Tehsil -Paonta Sahib, Distt-Sirmour (HP)-173029

5. Qualifying Criteria/Eligibility

Description

1.The firm should have at least One year of experience in business in providing Courier services to any Govt. Offices/PSUs/Pvt. Offices.

6. The Important dates are as follow:-

- Last date for receipt of sealed bids-26.11.2022 till 2:00 PM
- Opening of Technical Commercial Bid - Same day at 3:30 PM
- Representative of the bidders, who wishes to be present may be present.
- PRICE Bid of the firms who qualify in the Technical Bid will be opened on date **to be intimated later**, in the presence of bidders/their representative who like to be present.

7.EMD of Rs. 1,000/- (Rupees One Thousand Only) in the form of NEFT/RTGS in favor of Cement Corporation of India Limited, at SBI Rajban (HP) (Branch Code through only 3399) will be required to be deposited along with tender. Later on this amount will be considered as Security deposit for the successful tenderers. However, the balance amount required as per rules on account of **Security deposit equivalent to 5% (Five present) value of the total contract/work order** will also be adjusted from the monthly bills.

8. Any tender not accompanied by requisite EMD amount shall deemed to be invalid and will be rejected by CCI.

9. The Security Amount shall be forfeited if the tenderer withdraw his tender during the validity period of the tender.

10. The bid shall remain valid for a period of three months from the date of opening of the tender.

11. The rates quoted shall remain unchanged during the currency or extended period of the contract and no increase what so ever shall be allowed.

12. CCI reserves the right to accept /reject any bid to cancel the bidding process at any time and reject all bids, at any stage prior to placement of order, without thereby incurring any liability.

13. Vehicle is hiring for official use for CCI Rajban.

14. Dispute Under this contract and Arbitration: -

14.1 In the event of any question/dispute breach of or difference arising in respect of the meaning and scope of terms & conditions herein or in connection with any matter under this agreement (except for those matters which are to be decided as per provisions made in these terms & conditions) the same shall be referred to GM of CCI Ltd. Rajban For appointment of a sole Arbitrator. There will be no objection if the Arbitrator so appointed is or was an Employee of the corporation and whether he had at any time in discharge of his duties as an Employee had expressed views on all or any of the matter in dispute or difference or dealt With matter in substance. The Arbitrator shall give award with reasons in respect of each claim, dispute or difference referred to him in the event the value of the dispute(s) exceeds Rs.50,000/-. The award of the Arbitrator shall be final and binding on the parties to this Contract.

14.2 Subject to aforesaid the Arbitration and Conciliation Act, 1996 the rule made there under any statutory modifications thereof for the time being in force shall apply to the arbitration proceedings under this clause.

14.3 The work under this contract shall be continued uninterrupted during the pendency of the Arbitration Proceedings and no payment due from one to the other parties therein shall be withheld on account of pendency of such Proceeding unless such payment related to the matters under Arbitration.

14.4 The venue of the Arbitration shall be Rajban or such other place as the Arbitral Tribunal at his discretion made determined.

14.5 All matter connected with this shall be governed by the Indian Law both substantive and procedural, for the time being in force and shall be subject to the jurisdiction of Indian Courts at Paonta Sahib (HP)

15 Any clarification may be obtained from HOD (HR)-CCIL, Rajban (H.P)

29/9
HOD (HR)
Cement Corporation of India Ltd.
At Rajban (HP)



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Part-III (SPECIAL TERMS AND CONDITIONS)

SCOPE OF WORK

1. To provide Courier Services for carrying dak from CCI, Rajban Cement Factory to CCI Corporate Office at Scope Complex, Core-5, 7, Lodhi Road, New Delhi on regular basis. Courier Services will also be required for Offices at Yamunanagar, Haridwar, Chandigarh, Ambala, Shimla, Dehradun, Saharanpur, Roorkee, Rishikesh, Kolkata, Mumbai, Pune and all the other cities in India.
2. The contract shall be for a initial period of one year with a clause of further extension of one year subject to satisfactory performance. However, CCI reserves the right to terminate the contract by giving 30 days notice without assigning any reason thereof.
3. Courier shall have to collect the Post/Daks/Courier from our office and deliver & acknowledged the same.
4. Courier shall be liable to compensate all losses & consequences on account of delay or non delivery of letters/parcels etc.
5. Any delay on account of flights/train services/strike/Bandhs/Riots shall not be taken as excuse for delay of delivering the letters/parcels.
6. The bill of courier services rendered shall be submitted on month to month basis by the party alongwith acknowledgements of letters/parcels delivered by them and shall be paid within 15 days on submission of bills through RTGS after deduction of TDS and other of any.
7. Any dispute arising out of this tender or in connection with this tender shall be subject to Paonta Sahib, H.P. Jurisdiction.
8. Any dispute arising out of this tender or in connection with this tender shall be referred to Arbitrator under Arbitration & Conciliation Act 1996. The Arbitrator appointed by General Manager CCIL Rajban for this purpose shall be final and acceptable to both the parties. There shall be no objection in case any officer of the Corporation is appointed as Arbitrator to settle the dispute.
9. In case of any interpretation or clarification in connection with this tender, the decision of the General Manager, CCIL Rajban shall be final and binding on both the parties.
10. Management reserve the right to accept or reject any tender received against this notice or to distribute work amongst more than one party/parties.
11. EMD of Rs.1000/- (Rupees One thousand only) by RTGS to be paid through online mode only with Debit Card, Credit Card & NEFT/RTGS, in A/c No. 30307670044, IFSC SBIN0003399, of Cement Corporation of India Limited, will be required to be deposited alongwith tender. Later on this amount will be considered as Security Deposit for the successful tenderers. However, the balance amount required as per rules on account of Security will also be adjusted from the monthly bills.
12. Price quoted will be firm for entire duration of contract & extended period.

SIGNATURE OF THE TENDERER

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TENDER FORM / PRICE/BID

1. Name of the Party: _____
2. Registered Office: _____

3. Local Address: _____

4. Telephone/M.Nos/Fax No Head Office-----
STD Code and E,Mail/ID Local Office-----Res.-----
5. Details of similar work undertaken _____
in past(Please enclose copy of work _____
orders/documents, if any)
6. Income Tax PAN No. with Income _____
Tax clearance certificate & service _____
Tax registration No _____
7. **Description of Rates (For upto 500 Gms.)**

Sl.No	Destination	Quantity	Rate (For One Courier up to 500 Gms.)
1	Rajban to Delhi	1000 Nos.	
2	Rajban to Poanta Sahib/Local area within radius of 15 km	450 Nos	
3	Rajban to Yamuna Nagar	350 Nos.	
4	Rest of India (All over India)	500 Nos.	

Note:

1. GST as applicable will be charged extra
2. L-1 party will be decided on the basis of overall landed cost to corporation.
3. The terms and conditions as enclosed (Annexure-I) with tender form are acceptable to us.

Signature -----

Name :-----

Full Address :-----

Tel No.-----

Date: