



Cement Corporation of India Limited

(A Govt. of India Enterprise), An ISO: 9001: 2015 Certified,
Rajban Cement Factory, AT & PO-Rajban,
Tehsil: Paonta Sahib, Distt Sirmour (H.P)-173029
CIN: U74899DL1965GOI00432

GSTIN No. 02AAACC0949B1ZG
Phone: - 01704-266223, 266221
E-mail : rjopers@gmail.com
Website: www.ccilttd.in

Ref. No: RCF/HR/TENDER/Pub./2025

Date : 29.03.2025

NOTICE INVITING E-TENDER (NIT) (Only through e-procurement)

Online electronic bids through Electronic Tendering System (ETS) are invited from reputed agencies having adequate experience for providing publication services of advertisements, tender & etc. in various National and local Newspaper, **for two years (2) which can be extendable by another (1) year (1+1), based on satisfactory performance.** The complete set of tender documents is available on websites www.ccilttd.in, etenders.gov.in/eprocure/app

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| E-TENDER NO. | RCF/HR/TENDER/Pub./2025 |
| MODE OF TENDER | e-Procurement System (Online Part A - Techno-Commercial Bid and Part B - Price Bid) through etenders.gov.in/eprocure/app |
| Date of NIT available to parties to download | From date 29.03.2025 (11:30hrs.) Till 11.04.2025 (14:30 hrs.) |
| i) Earnest Money Deposit ii) Tender Fees iii) Transaction Fee | Nil Nil |
| Date of Starting of e-Tender for submission of on-line Techno-Commercial Bid and Price Bid at www.ccilttd.in,etenders.gov.in/eprocure/app | From date 29.03.2025.(11:30hrs.) Till 11.04..2025 date (14:30 hrs.) |
| Date & time of opening of Part-A (i.e. Techno-Commercial Bid) Part-B Price Bid: Date of opening of Part-B i.e. price bid shall be informed separately | 12.04.2025 at 15:00 hrs.) To be communicated separately. |
| Validity of bids | 90 days from the date of the techno-commercial bid opening. |

Offer is invited for the following as per details given below-

| NIT No. | Name of the Item | Remarks |
|-------------------------------------|---|----------------|
| RCF/HR/TENDER/Pub ./2025 | Online electronic bids through Electronic Tendering System (ETS) are invited from reputed agencies having adequate experience for providing publication services of advertisements, tender & etc. in various National and local Newspaper, for two years (2) which can be extendable by another (1) year (1+1), based on satisfactory performance. | |

1. Only those tenders will be considered who fulfill the terms & conditions mentioned in the tender documents.
2. Only those tenders will be considered who deposit the earnest money before due date.
3. The price-bid should be only as per CCI's price bid format otherwise the tender is liable for rejection.
4. The vendors/ bidders are requested to visit CCI website for Part I & II and Annexure -9
5. The bidders must sign and uploaded online Annexure- 9 along with the techno-commercial bid of the tender.

HOD (HR)

LIST OF ANNEXURES

The tender documents comprise of following: -

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| Part-I & Part-II are available on our website www.ccilttd.in in Tender | General terms & conditions (GTC), Part -1 Instruction to tenderers, Part-II General terms & conditions, Integrity Pact which is available in CCI website must be submitted by tenderer duly filled & signed in along with annexures 1 to 9. |
| Annexure-1 | Covering letter which must be submitted by tenderer duly filled in. |
| Annexure-9 | Declaration letter of having read and understand the GTC to be uploaded duly filled, signed and stamped. |
| Annexure: I | Important Instructions to Bidders for E-Procurement. |
| Annexure: V | Part-III, Scope of Work |
| Annexure: VI | Additional Terms and Conditions-(Part-IV) |
| Annexure: VII | Price Bid Performa (Price schedule) to be submitted duly filled in online as Part-B. |

Please visit our website www.ccilttd.in for covering letter, Part-I-Instruction to tenderers, Part-II-General terms & conditions, Integrity Pact, all formats and submit the same along with annexure-9, duly filled in along with the tender

HOD (HR)

Important Instructions to Bidders for E-procurement

This is an e-procurement event of CEMENT CORPORATION OF INDIA. The e-procurement service provider is **(NIC-GEMP):(E-commerce)**: You are requested to read the tender terms & conditions -(Annexure, I, V, VI, VII & 9) of this tender before submitting your online tender. Tenderers who do not comply with the conditions with documentary proof (wherever required) will not qualify in the Tender for opening of price bid.

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| 1. | <p>Process of E-Tender:</p> <p>A) Registration: The process involves vendor's registration with Tender wizard e-procurement portal. Only after registration, the vendor(s) can submit his/their bids electronically. Electronic Bidding for submission of Techno-Commercial Bid as well as Price Bid over the internet will be done. The Vendor should possess Class III signing type digital certificate. Vendors are to make their own arrangement for bidding from a P.C. connected with Internet. Antares System Ltd is not responsible for making such arrangement. (Bids will not be recorded without Digital Signature).</p> <p>SPECIAL NOTE: THE PRICE BID AND THE TECHNO-COMMERCIAL BID HAS TO BE SUBMITTED ON-LINE AT www.cci-etender.com, etenders.gov.in/eprocure/app</p> <p>1). Vendors are required to register themselves online with www.cci-etender.com → Register Me' link. Filling up details and creating own user id and password → Submit.</p> <p>2). Vendors will receive a system generated mail confirming their registration in their email which has been provided during filling the registration form.</p> <p>In case of any clarification, please contact CCI/(NIC-GEMP):(E-commerce) :(before the scheduled time of the e-tender).</p> <p>Contact person (Cement Corporation of India): HOD(HR), HOD(MM) Mob:9818009818 Mobile: 7827989577 9761265704</p> <p>(A) Help Desk (NIC-GEMP):(E-commerce): 8077213001</p> <p>(B) SystemRequirement: Windows8,10ProfessionalOperatingSystem,InternetBrowser-9,10&11SigningtypeClass 3 digital signatureJavaJRE 6andabove.</p> <p>THE VENDORS ARE ADVISED TO GO THROUGH THE <u>Help Manual</u> LINK AT etenders.gov.in/eprocure/app FOR GENERAL GUIDANCE ABOUT TENDER PROCESS.</p> |
| 2. | <p>(A) Part-A Techno-Commercial bid will be opened electronically on specified date and time as given in the NIT. Bidder(s) can witness electronic opening of bid.</p> <p>1. (B) Part-B Price bid will be opened electronically of only those bidder(s) who's Part-A Techno-Commercial Bid is found to be Techno-Commercially acceptable by CCI. Such bidder(s) will be intimated date of opening of Part-B Price bid, through valid email confirmed by them.</p> <p>The tenderers are advised to offer their lowest possible rates considering the prevailing market conditions. There would generally be no negotiations hence please submit your most competitive prices while submitting the price bid. However, if the rate is still considered high, action as per prevailing instruction/guideline shall be taken.</p> |
| 3. | <p>All entries in the tender should be entered in online Technical & Commercial Formats without any ambiguity.</p> |
| 4. | <p>In case of Failure to access the payment towards non-refundable fees for any reason, the vender, in term, will not have the access to on line e-tender and no correspondence in this respect will be entertained and CCI will not be responsible for any such lapses on this account. Bidder(s) are advised to make remittance of non-refundable fees through separate DD well in advance and verify completion of transaction in respect of non-refundable fees.</p> |

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| | <p>Vendors are instructed to use Upload Documents link in My menu to upload documents in document library. Multiple documents can be uploaded. Maximum size of single document for upload is 5 MB.</p> <p>Once documents are uploaded in the library, vendors can attach documents through Attach Document link against the particular tender. For further assistance please follow instructions of vendor guide</p> |
| 5. | All notices. /corrigendum and correspondence to the bidder(s) shall be sent by email only during the process till finalization of tender by CCI. Hence the bidders are required to ensure that their corporate email I.D. provided is valid and updated at the stage of registration of vendor with Tender wizard (i.e. Service Provider). Bidders are also requested to ensure validity of their DSC (Digital Signature Certificate). |
| 6. | The responsibility of downloading the related corrigenda, if any, will be that of the downloading parties. |
| 7. | E-tender cannot be accessed after the due date and time mentioned in NIT. |
| 8 | <p>Bidding in e-tender:</p> <p>a.) It is mandatory that all the bids are submitted with digital signature certificate otherwise the same will not be accepted by the system.</p> <p>b.) Buyer reserves the right to cancel or reject or accept or extend the tender in full or part as the case may be without assigning any reason thereof.</p> <p>c.) No deviation of the terms and conditions of the tender document is acceptable. Submission of bid in the e-tender floor by any bidder confirms his acceptance of terms & conditions for the tender.</p> <p>d.) Unit of Measure (UOM) is indicated in the e-tender Floor. Rate to be quoted should be in Indian Rupee as per UOM indicated in the e-tender floor/tender document.</p> |
| 9. | Any order resulting from this open e-tender shall be governed by the terms and conditions mentioned therein. |
| 10. | No deviation to the technical and commercial terms & conditions are allowed. |
| 11. | After submitting online bid, the bidder cannot access the tender, once it has been submitted with digital signature |
| 12. | CCI has the right to cancel this e-tender or extend the due date of receipt of bid(s) without assigning any reason thereof. |
| 13. | The online tender should be submitted strictly as per the terms and conditions and procedures laid down in the website www.cci-etender.com of etenders.gov.in/e procure/app |
| 14 | The bidders must upload all the documents required as per terms of NIT. Any other document uploaded which is not required as per the terms of the NIT shall not be considered. |
| 15. | The bid will be evaluated based on the filled-in technical & commercial formats. |
| 16 | The documents uploaded by bidder(s) will be scrutinized. In case any of the information furnished by the bidder is found to be false during scrutiny, punitive action including suspension and banning of business can also be taken against defaulting bidders. |
| 17 | Bidders are requested to read the vendor guide in the page www.cci-etender.com/etenders.gov.in/e procure/app to familiarize themselves with the system before bidding. |

For and on behalf of CCI Ltd, Rajban

HOD (HR)



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Scope of Work - Part-III

1. **Provision of Advertisement Services:**

- Provide services for publishing small advertisements related to this unit in various national and local newspapers.
- The tenderer offering the highest discount will be considered for the award of the Annual Rate Contract.
- The successful tenderer must submit the art proof of the advertisement along with an estimate and the discount offered for each newspaper.

2. **Contract Duration:**

- The contract will be for a period of two years, with a clause for a one-year extension, subject to satisfactory performance.
- CCI reserves the right to terminate the contract with one month's notice without assigning any reason.

3. **Submission of Advertisement and Bill:**

- The advertising agency must submit three copy of the advertisement published along with the bill.
- Advertisements should be published in the requested newspapers within the specified time frame.
- The bill should include the applicable tariff for each newspaper.
- Applicable taxes shall be deducted from the agency's bills.
- Payment will be made through NEFT/RTGS.

4. **Liability for Delays or Non-Publication:**

- The agency will be held liable for any losses or consequences resulting from delays or non-publication of advertisements.

5. **Penalty for Delays:**

- Any delay in the publication of advertisements or tenders will attract a penalty, as deemed fit by the Corporation.
- If the contractor fails to abide by the terms and conditions or fails to complete the contract period or repudiates the contract, the Corporation reserves the right to forfeit the security deposit.
- The security deposit will be forfeited if the tenderer withdraws their tender during the validity period.

6. **Dispute Resolution Jurisdiction:**

- Any dispute arising from or in connection with this tender shall be subject to the jurisdiction of Paonta Sahib, H.P.

7. **Arbitration Clause:**

- Disputes related to the tender shall be referred to arbitration under the Arbitration & Conciliation Act, 1996.
- The General Manager of CCIL Rajban shall appoint the arbitrator, and their decision will be final and binding on both parties.
- There will be no objection if an officer of the Corporation is appointed as the Arbitrator.

8. **Decision on Tender Clarifications:**

- In case of any interpretation or clarification regarding this tender, the decision of the General Manager, CCIL Rajban, shall be final and binding on both parties.



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Additional Terms and Conditions-(Part-IV)

1. **Management's Right:**

- The management reserves the right to accept or reject any tender received in response to this notice or to distribute work among multiple parties.

2. **Security Deposit:**

- The successful tenderer must furnish a security deposit equivalent to 5% of the total value of the contract by way of RTGS/NEFT/DD/Bank Guarantee (in CCI format) or FDR from any nationalized bank towards satisfactory performance of the contract within 15 days from the date of issuance of the Letter of Intent/Work Order.
- If the tenderer fails to deposit the security deposit within the specified period, it will be considered a breach of contract, and CCI reserves the right to terminate the contract and forfeit the EMD amount.

03. **Required documents:**

- The party must have a minimum of 3 **years of experience** in the field of advertisement services.
- The tenderer must provide the following **mandatory documents**:
 - GST Registration Certificate.
 - PAN Card.
 - Registration Certificate of the business (e.g., Partnership Deed, Proprietorship Certificate, or Memorandum of Articles of Association, as applicable).
 - Copy of the **Bank Details** (including the bank name, branch, and account number for payment purposes).
 - **Office Address** proof.

4. **Rates and Contract Terms:**

- The rates quoted shall remain unchanged throughout the contract period or any extended period. No increase in rates will be allowed.

5. **Right to Accept/Reject Tenders:**

- CCI reserves the right to accept or reject any bid, cancel the bidding process at any time, and reject all bids prior to the placement of an order, without incurring any liability.

6. **Disinvestment Clause:**

- In case disinvestment takes place during the contract period, the contract will be terminated from that date, and no compensation will be entertained on this ground from the contractor.

7. **Confidentiality:**

- The successful tenderer must ensure confidentiality regarding any information shared by the Corporation during the course of the contract. Disclosure of any such information to third parties without prior written consent from CCI is strictly prohibited.

8. Performance Evaluation:

- The Corporation reserves the right to periodically evaluate the performance of the advertising agency. If the agency's performance is found unsatisfactory, the contract may be terminated with prior notice.

9. Subcontracting:

- The agency shall not subcontract or assign the contract or any part of it to any other entity without obtaining prior written approval from CCI.

10. Compliance with Laws:

- The tenderer must comply with all applicable laws, regulations, and industry standards, including but not limited to tax laws, copyright laws, and advertising standards. The agency must ensure that no advertisement published violates any legal or ethical guidelines.

11. Indemnity Clause:

- The tenderer shall indemnify and hold CCI harmless against any claims, damages, losses, or liabilities arising from the publication of advertisements, including any copyright infringement, intellectual property issues, or disputes resulting from the advertisement's content.

12. Force Majeure:

- Neither party shall be held responsible for failure to perform any obligation under the contract if such failure is due to force majeure events (such as natural disasters, strikes, wars, etc.) beyond the control of the parties involved.

13. Exit Clause:

- Either party may terminate the contract with a 30-day notice period, provided that the termination does not affect any pending obligations, including but not limited to payment for work already performed.

14. Audit Rights:

- CCI reserves the right to audit and inspect all records, processes, and systems of the agency related to this contract, ensuring compliance with all agreed terms and conditions.



राजबन

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PRICE BID DOCUMENT

Description of Newspapers Mainly Used for Publication:

| S. No. | Name of the Newspaper | Discount Offered (%) | One Average Discount Offered in All Newspapers (%) |
|--------|--|----------------------|--|
| 1. | The Tribune, Chandigarh | | |
| 2. | Amar Ujala, Dehradun/Chandigarh | | |
| 3. | Hindustan Times, Chandigarh/Delhi | | |
| 4. | Divya Himachal/Punjab Kesari | | |
| 5. | Statesman, Kolkata/Chandigarh/Delhi | | |
| 6. | Dainik Bhasker (HR)/Dainik Jagran (HR) | | |
| 7. | Any Other National Paper | | |

- GST other taxes as applicable.
- Kindly submit your offer along with all terms and conditions, duly signed and stamped.
- By submitting your bid, you acknowledge that you have read and understood the terms and conditions of this tender.

Signature with Seal _____

Name : _____

Date : _____

Full Address & Tel. No. _____