

## ASSAM TEA CORPORATION LTD

( A Govt. of Assam Undertaking )

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### SHORT TENDER PARTICULARS FOR PP SACKS AND COAL – SEASON 2015

Sealed tenders are invited from Registered firms / suppliers for supply of the following as per specification and details in tender document which may be downloaded.

- (i) UV stabilized, odour free food grade virgin material P.P.woven sacks size A ( 690mm x 540mm x 260mm ) with separate liner for bulk packing of tea of our gardens located in Jorhat and Nagaon, Assam
- (ii) Grade A+ CIL Margherita Coal, UHV 6200-6299 kcal / kg, upto 250mm ROM to our garden located in Nagaon, Assam

Tenders complete in all respects with supporting documents , earnest money etc. may be submitted to the Managing Director at above address till 12.30 pm of 27 May 2015 which will be opened on the same day from 1.30 pm in presence of bidder representative/s if any. In case 27<sup>th</sup> May is a holiday, tenders will be opened on the next working day. Tenderers are requested to confirm date of opening tender or for any queries at above contact numbers.

The undersigned reserves the right to accept, reject any or all offers , to fragment job / supply order/s or to cancel the whole process without assigning any reason thereof.

Managing Director

**General Information to be submitted by Bidders**

The applicants are required to furnish full information to the queries in this form with relevant supporting documents for evidencing the information furnished in the application.

1. Name of the firm :
2. Address in full :  
Telephone No. :  
Fax No. :  
Email ID :  
Cell No. :
3. Trade license No. with copy of license:
4. Number of years in coal / PP sack business:
5. Coal dump / PP sack factory location / particulars if any
6. Banker's name, branch, address with copy of Banker's certificate:
7. Details about CIL coal allotment in e-Auction with supporting documents:
8. Sales Tax Registration No. State/ Central with copy of certificate:
9. I.T. Permanent Account No.:
10. Details of experience towards supply of coal to reputed Tea Companies:
11. Details of experience towards of supply of PP woven sacks to Tea Companies during last two years along with supporting documents:

Note: Tender / Quotation will not be accepted without copy of order/s from reputed Tea Company evidencing supply of minimum 10000 pcs PP woven sacks / 300 MT CIL Margherita coal to any single Tea company in a particular year ( during last two years).

Declaration:

I / We hereby certify that the particulars furnished by me / us above are true to the best of my / our knowledge and belief and mis-representation of facts will render me / us liable to any action as may be deemed fit by Assam Tea Corporation Ltd and have sole discretion to reject or accept my / our tender / quotation.

(Name & Signature of Applicant)

Office Stamp / Seal

Place:

Date:

List of enclosures:

**General Terms & Conditions:**

1. The materials are to be delivered to our tea estates at site on FOR garden basis.
2. Quoted rate should be all inclusive but VAT/Sales tax, delivery cost should be shown separately.
3. The rate should remain firm during pendency of the contract
4. Payment will normally be made by garden within 60 days from the date of receipt of material at the garden. This period may however vary.
5. Sample should be provided at garden for approval before effecting dispatch.
6. The tenderers will have to deposit Earnest Money along with tender in form of DD in favour of Assam Tea Corporation Limited , payable at Guwahati which will be converted into Security Deposit for the successful bidder/s and will be released on completion of delivery. Earnest Money / security deposit will be forfeited if successful bidder withdraws / unable to carry out the order.
7. Decision for awarding contract / job is vested with the Managing Director so as to reject, split / fragment as deemed fit.
8. Managing Director reserves the right to fragment the job / order without assigning any reason thereof. In all matters decision of the Managing Director will be final and binding.
9. To ensure smooth supply throughout the contractual period, the total quantity of order may be fragmented among more than one bidder at lowest rate if qualified bidder is new to business with the Corporation.. However, preference towards higher allocation may be given to the lowest bidder and so on. For new / qualified bidder, trial order may be allotted / considered.
10. The tenderers should indicate their capacity / capability of supply for the season matching the delivery schedule.

i.e Capacity:.....pcs / MT

**Specification for packing material P.P. Woven Sacks**

Dimension	: 690mm x 540mm x 260mm (L,B,G) size A
Material	: Polypropylene, UV stabilized, Raffia Grade
Colour of fabric	: Biege
Handle (3fold)	: Each sack will have two handles at the top
Thread	: Twin Garlon PPMF (Polypropylene Multi Filament)
Stitching	: Double stitches throughout in each row
General	: All material should be odour free, food grade and virgin.
Finish	: Matt (antiskid, printable)

Requirement: The estimated requirement is approximately 60000 sacks which may vary.

**Technical specification for Coal:**

Scope of work: Supply at site as per specification, FOR garden basis. Supply is required at our Amluckie TE,( near Amoni ), P.O. Salanah, Nagaon, Assam.

Specification: Grade A+( CIL ) Margherita coal, UHV 6200 – 6299 kcal /kg, upto 250mm ROM

Requirement: The estimated requirement is approximately 500 MT which may vary.

**Other terms :**

Price variation: The rate should remain firm during pendency of the contract.

Terms of payment: Payment will normally be made by garden within 60 days from receipt of material at garden. This period may however vary.

Consignment wise tax invoice will have to be submitted along with receipted challans etc.

Payment will be made on the basis of actual weight to be recorded at garden weigh bridge / nearest weighbridge. Weighment during rainy days to be avoided.

Delivery : Supply will have to commence immediately after receipt of order as per requirement of garden which will be intimated by Garden Manager in advance.

Mode of transportation: Supply from source to be done under single challan with no transshipment enroute.

Sampling: Joint sampling

Testing: For each consignment / truck, two samples will be drawn with proper identification mark. One sample will be sent for testing and the other will be retained at the estate level for further reference if any. The test report will be final and binding on both sides. The suppliers must ensure the quality of the coal. Only good quality coal shall be accepted. In case of supply of inferior quality coal no payment will be made unless the same is replaced with desired quality at no extra cost. The test report will be final and binding on both sides.

Risk purchase: In the event of failure on the part of the supplier to complete the supply within agreed delivery schedule, the purchaser reserves the right to arrange balance material from alternative source at the cost and risk of supplier.

Earnest money deposit: The tenderers are required to ensure earnest money deposit along with tender in the following manner which will be converted into security deposit for the successful bidders and will be released on completion of delivery.

EMD amount: Rs 50,000/- (Rupees Fifty Thousand) only for PP Sack  
and Rs.1,00,000/- (Rupees One Lakh) only for coal.

EMD to be submitted by DD favouring Assam Tea Corporation Ltd. payable at Guwahati.

General: Decision for awarding contract / job is vested with the Managing Director so as to reject, split / fragment.

To ensure smooth supply throughout the contractual period, the total quantity of order for the garden may be fragmented at lowest rate. However preference towards higher allocation will be given to the lowest bidder and so on as stated earlier.

Incomplete quotation/ offer or without earnest money is liable to be rejected.

All disputes subject to Gauhati High Court jurisdiction only.

The rates may be quoted as per following format

**Price sheet for Coal:**

Item description	Delivery location	Basic rate Rs/MT	Freight Rs/MT	VAT/CST %	All inclusive rate / MT ( Rs )-FOR garden basis
Coal as per specification	Amluckie TE, Nagaon				

**Price sheet for P.P.Woven sacks:**

Delivery location	Item description	Unit Rate(Rs) per piece	VAT %	All inclusive Rate per piece ( Rs) -FOR Garden basis	
Cinnamara TE Jorhat	PP woven sacks				
Amluckie TE Nagaon	PP woven sacks				