



C-DIT CENTRE FOR DEVELOPMENT OF IMAGING TECHNOLOGY (C-DIT)

Chitranjali Hills, Thiruvallam, Thiruvananthapuram-27

Phone: 0471-2380910, 912 Fax: 0471- 2380681

No. C-DIT/06/DIGI-CMC/2024-25/T521

Date: 28.06.2024

TENDER NOTICE FOR THE
SUPPLY OF CARBOXY METHYL CELLULOSE ON RATE CONTRACT BASIS

Sealed tenders are invited for the supply of "**Carboxy Methyl Cellulose on a rate contract basis**". The sealed envelopes containing the tender offers should bear the superscription "**Tender for the supply of Carboxy Methyl Cellulose on a rate contract basis**" and should be addressed to The Registrar, Centre for Development of Imaging Technology (C-DIT), Chitranjali Hills, Thiruvallam, Thiruvananthapuram 695027. Intending tenderers may submit the tenders on their own papers by post/hand along with a covering letter on their letterhead. Last date and time for receipt of tenders is **09.07.2024, 3.00 PM**. Late tenders will be summarily rejected. The tenders so received will be opened at **3.30 PM on the same day** at C-DIT office in the presence of the representatives of the bidders who may be present at that time. Details of the requirements and the conditions governing the supply can be downloaded from our website www.cdit.org. Contact phone no: 9895788220.

Thiruvananthapuram

28.06.2024

Sd/-

REGISTRAR

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SPECIFICATIONS/REQUIREMENT

SI No	Specification	Approximate Quantity Required
1	Carboxy Methyl Cellulose Salt (LR Grade)	50 KG

1. GENERAL TERMS AND CONDITIONS

a) This Tender is invited for the “ **Carboxy Methyl Cellulose on a rate contract basis for the period of one year** from the date of issue of Rate Contract” .

b) C-DIT reserves the right to cancel the tender without assigning any reason whatsoever

2. ELIGIBILITY CRITERIA OF BIDDER

1. Bidders should be either a bonified manufacturer or an authorized dealer/reseller/supplier of the original manufacturer.

2. The bidder must have a currently valid GST registration certificate and PAN number. Copy of the documents should be attached.

3. An undertaking to the effect that the bidder has not been blacklisted by any of the department/organizations of the Govt. of India/State Govt /PSUs.

3. SCOPE OF WORK

Scope of work primarily includes the supply of Carboxy Methyl Cellulose at the Digitization Department of C-DIT as per the tender terms and specification.

4. OTHER TERMS AND CONDITIONS

1. Period of Contract: The contract will be valid for a period of one year from the date of placement of first order, which can be extended for a further period of another one year on the same rate and terms and conditions on mutual consent of both the parties. Rate should be quoted in Indian rupee only in words as well as in figures. GST applicable should be quoted separately.

2. Rate should be valid for at least **one year**. Rate valid for a shorted period shall be rejected as non-responsive.
3. **If the contract is extended for any period beyond the validity of the period of original contract, the same rate as that the original contract is remain valid.**
4. **No claim for compensation or loss due to fluctuation in prices or any other reasons/ causes will be entertained during the period of contract.**
5. **Supply order will be placed on a requirement basis.**
6. After placement of rate contract, formal purchase orders will be placed for delivery of material to consignees on a monthly basis as and when required and reserve right to place purchase order for any quantity and payment shall be made against to the purchase order.
7. **The quantity indicated in the tender are indicative and purchase orders may be placed for lesser or more quantity. The successful tenderer shall note that a purchase order may be placed up to the last day of the currency of the rate contract.**
8. Placement of Purchase orders to operate the Rate Contracts finalised against this tender.
9. The rate should be quoted for the **unit** shown in the list and tenders which do not indicate this essential information will not be considered.
10. **The quoted rate should be inclusive of all taxes, freight charges and complete charges where ever not otherwise specified. No escalation of rates is admissible.**
11. **The tenderer is bound to supply only genuine chemicals.**
12. The Bidders are responsible for effecting supply to the entire satisfaction of the undersigned or his authorized representatives. In case any defect in the item supplied is noticed, such item will be rejected at the risk and cost of the Supplier.
13. The successful bidder((Tender awarded bidder)) who claims Bid Security/EMD Exemptions should furnish the Bid Security Declaration form on a stamp paper worth ₹ 200/-, in the format attached as 'Annexure I', and should submit in C-DIT after getting the Purchase order. The original/hard copy shall be sent by registered post addressed to The Registrar, C-DIT, Chithranjali Hills, Thiruvallam, Thiruvananthapuram- 695027.
14. C-DIT reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to award of contract without assigning any reason whatsoever and without thereby incurring any liability to the affected bidder or bidders on the ground of purchaser action

15. C-DIT is not bound to assign any reason for rejecting any or all the tenders. It also reserves the right to accept/reject (part/whole) or any other tender(s) at their sole discretion without assigning any reason thereof. Its decision in the matter shall be final and binding.
16. Rates quoted by the tenderer shall be valid for a period of Twelve months from the date of opening of the tender. No advance payment will be made against supplies.
17. A separate Price bid form is provided as “**Annexure 2**” along with this tender. The Bidder **shall submit the price offers in the attached “ANNEXURE - 2” in a sealed envelope.**
18. The undersigned does not bind himself to accept the lowest tender and reserve himself the rights of accepting the whole or any part of the tender and the bidder shall be bound to supply the accepted item at the rates quoted.
19. The rate should be quoted for the unit shown in the list and tenders which do not indicate this essential information will not be considered.
20. The rate quoted for item/ material is final and no enhancement will be allowed under any circumstances. The enhancement of rate will cause the cancellation of the supply order and the security deposit will be forfeited
21. If the tenderer furnishes wrong and/or misleading data, statement(s) etc. about technical acceptability of the goods and services offered by it, its tender will be liable to be ignored and rejected in addition to other remedies available to the purchaser in this regard.
22. All items offered shall conform in all respects to the relevant Indian standard Specification with up-to-date amendments wherever applicable.
23. **The bidder shall submit an amount of ₹ 2,000 as EMD, along with the tender in the form of Demand draft drawn in favour of Registrar, C-DIT payable at Thiruvananthapuram.**
24. Delivery period shall be specifically indicated in the tender and strictly adhered to. If no delivery period is stated in the tender it will be taken for granted that the supply will be arranged within Fifteen days (15) days on receipt of the firm order. Any extension in the delivery period after the supply order is placed may result in cancellation of the supply order. In case the Bidder became unable to supply within the time limit prescribed by C-DIT, the supply order is likely to be cancelled and items will be arranged by C-DIT from elsewhere and the earnest money deposited along with security deposit collected from the bidder will be forfeited

25. Any dispute / differences between the parties arising out of and in connection with the contract shall be settled amicably by mutual negotiations. Unresolved disputes/ differences, if any, shall be settled by Arbitration and the arbitration proceedings shall be conducted at Thiruvananthapuram (India) in English language, under the Indian Arbitration and Conciliation (Amendment) Act, 2015. Unsettled disputes will be referred to courts and courts in Thiruvananthapuram/ Kerala will have exclusive jurisdiction over the same.
26. Tender Submission: The tender shall be submitted as e tenders through- web portal: www.etenders.kerala.gov.in. Since this is an e-tender, only those bidders who have the enrolment in the above portal with their own digital signature certificate (DSC) can participate in the tender. Tender documents and other details can be obtained from the portal.
27. **PAYMENT TERMS - 100%** payment would be released on successful supply of Chemicals and against the submission of invoice.
28. **Agreement**: The Successful bidder within 7 days of getting confirmed work order has to enter an agreement with C-DIT in Rs.200 worth non judicial stamp paper, to ensure supply.
29. **Authority**: The authority for the acceptance of the tender's rests exclusively with the C-DIT.
30. At any time prior to the deadline for submission of tenders, the C-DIT may, for any reason deemed fit by it, modify/amend the tender documents by issuing suitable amendment(s)/corrigendum to it. Corrigendum to this tender shall be published in the web site www.cditi.org. Prospective bidders are advised to regularly visit our website: www.cditi.org to keep track of corrigendum, if any.
31. **In case of doubt:**

If the bidder has any doubt on technical specifications or on terms & conditions stipulated above, **please contact Smt. Deepa N , DD (Digitization) @ 9895788220.**

- **Last date for submission of bids** : **03.00 PM on 09.07.2024**
- **Online bid-opening** : **03.30 PM on 09.07.2024**

Sd/
REGISTRAR, C-DIT
Dated 28.06.2024

ANNEXURE – I

BID SECURING DECLARATION

Documents relating to Bid Security

(To be submitted as part of Proposal, along with supporting documents like
UDYAM Registration Certificate)

A Bid Securing Declaration in lieu of bid security in the following format;
Bidders exempted from submission of bid security must submit this
declaration

Bidder's Firm Name _____

(Address and contact details)

Bidder's Reference No _____ Date _____

PAN No. _____ GST No. _____ Udyam Reg. No _____

To

The Registrar

Centre for Development of Imaging Technology (C-DIT)

Chithranjali Hills, Thiruvallam

Thiruvananthapuram- 695027

Tender Ref; No: _____

Tender Title: Proposal for providing _____

Sir/ Madam

We, the undersigned, solemnly declare that:

We understand that according to the conditions of this Tender Document, the Proposal must be supported by a Bid Securing Declaration In lieu of Bid Security.

We unconditionally accept the conditions of this Bid Securing Declaration. We understand that we shall stand automatically suspended from being eligible for bidding in any tender of C-DIT for 2 years from the date of opening of this Proposal if we breach out obligation(s) under the Tender conditions if we:

1. Withdraw/ amend/ impair/ derogate, in any respect, from our proposal, within the validity of proposal; or

- 2. being notified within the validity of Proposal of the acceptance of our proposal by the C-DIT
 - a) refused to or failed to produce the original documents for scrutiny or the required performance security within the stipulated time under the conditions of the Tender Document
 - b) Fail or refuse to accept the Vendor Selection Letter
 - c) Fail to effect the supply/ installations/ services or works as per the supply order/ purchase order/ work order with in the time scheduled and as per the specification therein in accordance with the RFB/ Bid/ Tender Notification and our proposal/ offer.

We know that the Bid Securing Declaration shall expire if we are not selected as Vendor for providing..... (name of work) upon:

1) receipt by us of your notification:

- a) of Cancellation of the entire RFP process or Rejection of all Proposals or
- b) of the name of the successful bidder.

2) Sixty days after the expiration of the Validity of Proposal or any subsequent extension to it.

We understand that in case of failure from our end in completing the supply/ installation/ services or works to the satisfaction of C-DIT in accordance with the terms and conditions and rate and taxes agreed upon by us as per the tender and bid offer, C-DIT will be at the liability to get the supply/ installation / services/works completed by any other means at their sole discretion, and to recover the additional cost, expenses, including damages and interests thereon if any from the payments due to us by way of performance security, bid security or payments under any contract, or from the assets or properties belonging to us by way of revenue recovery or such measures at it deem fit.

Signature of bidder.....

Designation.....

Name.....

Duly authorized to sign the Tender

Date.....

Office Seal

Place.....

Note: The above declaration, duly signed and sealed by the authorized signatory of the entity on its letterhead, should be uploaded along with proposal.

ANNEXURE – II

BID FORM

SL No	Description	Quantity	Unit Rate including GST
1	Carboxy Methyl Cellulose Salt (LR Grade)	50 KG	
	GST		
	TOTAL		