

THE PLANTATION CORPORATION OF KERALA LIMITED
(Registered Office: Kottayam - 4.)

CIN: U01119KL1962SGC001997

**TENDER CONDITIONS FOR THE SUPPLY OF STAPLER MACHINE & STAPLER
PINS -2018 SEASON**

SEALED competitive tenders are invited for the supply of **746 Nos. STAPLER MACHINE & 19,075 Packets STAPLER PINS (size 24/6)** for delivery at our various units for the purpose of agricultural operations and in connection with the agricultural produce of the company. The supply should be effected within the period specified in the Purchase Order. The tender should accompany Earnest Money Deposit equivalent to 1% of total cost of materials quoted.

- 1) The quantity mentioned in the schedule is only approximate and the supplier will have to effect the supply the entire quantity mentioned in the Purchase Order.
- 2) The rate to be quoted by the tenderer should be for the supply at units as shown in the Schedule. The rate should include all taxes, duties, cesses, loading and unloading charges and transporting charges for the supply of the items in the various places. The rate should be firm till the supplies are over. No price variation clause will be entertained. The conditions printed or otherwise added to the tender will not be binding on the Corporation.
- 3) Time is the essence of the contract.
- 4) Conditions other than mentioned in the tender conditions published by the corporation is not binding / acceptable. No additions / deletion in tender conditions / rate will be accepted.
- 5) Supply of the material should be made strictly as per the sample approved by the corporation. If the supply do not conform to the above specification /approved sample such part of the material received will be rejected. The resultant losses and expenses thus sustained to the Corporation will be realized from the tenderer. The decision of the Managing Director in this regard will be final.
- 6) The period for supply of the materials should be strictly adhered to. No extension of period will allowed in the ordinary courses. For delayed supply if any; Corporation has the right to realize penalty at the rate of ½% of the cost of the material to be supplied for every seven days of extension or part thereof up to one month period maximum. Less than seven days proportionate penalty will be realized.
- 7) If the tenderer withdraws from his offer before the expiry period of supply, the Corporation has right to cancel the agreement and to forfeit the Security Deposit and also to arrange purchase of the item as a whole or part as per rules and the losses and expenses incurred, if any, on this account will be realized from the tenderer.
- 8) The acceptance of the tender rests with the Managing Director who does not bind himself to accept the lowest rate or any other rate.
- 9) As this is a sealed competitive tender, normally negotiation will be held with the lowest quoted party [samples approved]. But if the company felt that the rate quoted by the lowest party [sample approved] is not reasonable or if the company desires to

have a contract with more than one supplier the company has the right to negotiate with any of the other parties participated in the tender and whose samples are approved.

- 10) Communication of acceptance of the tender will be informed to the tenderer. On receipt of the same tenderer shall return a copy of the same duly signed and sealed by return of post and this will be deemed as a concluded contract. Nevertheless the successful tenderer shall also execute an agreement, with the Corporation. A security deposit equivalent to 5% of the contract amount (including EMD) should be made before executing the agreement.
- 11) The Contractor shall not assign, transfer, make over, underlet or sublet or otherwise part with the benefits of the Contract to any person or firm.
- 12) The Contractor should supply the entire material [full quantity] within the time limit stipulated in the Purchase Order.
- 13) In case the contractor fails to make the supply of the entire quantity of the material or after having supplied part of the quantity, fails to fulfill the contract in full, all or any of the material not supplied Corporation has the right to cancel the agreement and to forfeit the security deposit and may, at the discretion of the Managing Director be purchased by means of another tender, quotation or by negotiation or from the next highest tenderers, and the resultant losses and expenses, if any, sustained to the Corporation together with such amount as may be fixed by the Managing Director towards the cost of damages be realized from the defaulting contractor. Even in the case where no alternate purchases are arranged for the materials not supplied, the Security Deposit of the contractor shall be forfeited
- 14) All payments to the contractor will be made by cheque only but if the party requested to effect the payment through RTGS such payment will be effected after deducting service charges from the party. No advance payment or part payment will be made unless it is specified in the purchase order. The contractor will send the original invoice to the concerned estate with copy to the Head Office. The following certificate is to be furnished in the invoices.

“Certified that the goods on which Goods & Service Tax has been charged have not been exempted under the Goods & Service Tax Act or the Rules made thereunder and the charges on account of Tax on these goods are correct under the provisions of the relevant Act or the Rules made thereunder. Certified further that we(address) are registered as dealers in the State of under Registration No..... for the purpose.”

- 15) EMD equivalent to 1% of the total amount in the form of Demand Draft drawn in favour of The Plantation Corporation of Kerala Limited, payable at Kottayam should be submitted within the time mentioned and a scanned copy of the Demand Draft should be attached along with the e-tender. The Security Deposit (rounded to the nearest next rupees) should be submitted in the form of demand draft drawn in favour of The Plantation Corporation of Kerala Limited, payable at Kottayam, as directed in the purchase order.

- 16) The EMD of the unsuccessful tenderers will be refunded within 30 days of the finalization of the tender. The Security Deposit of the contractor will be refunded within 60 days of the completion of the contract.
- 17) No interest will be given for EMD/Security Deposit.
- 18) In case any difference or dispute arises in connection with the contract, all legal proceedings relating to the matter shall be instituted in the Courts having Jurisdictions at Kottayam only.
- 19) **Samples of the material should be produced on or before the due date and time of the tender wherever it is required in the schedule.** The value of the sample, if any, can be claimed by the tenderer along with the cost of the supply of the material. If samples are not submitted within due date of the tender, the tender will not be considered for further evaluation.
- 20) Corporation have right and unrestricted liberty to postpone, withhold, and or cancel the tender and contract without assigning any reason. In the event of such cancellation, contractor has no right to claim any compensation for the action taken by the Corporation.
- 21) The Corporation will have the discretion to distribute the quantity among two or more suppliers, if so found necessary.
- 22) The location and address of the Units to which the supplies are to be effected are shown below:
- | | | |
|--------------------------|---|---|
| a. Kodumon Estate | } | Plantation Corporation of Kerala Ltd.,
Nedumoncavu. P.O, Via-Koodal,
Pathanamthitta District
(Approximate 20 kms. from
Pathanamthitta / Adoor). |
| b. Chandanappally Estate | | |
| c. Thannithode Estate | | Plantation Corporation of Kerala Ltd.,
Thannithode P.O., Via-Konni,
Pathanamthitta District
(Approximate 25kms. From
Pathanamthitta) |
| d. Kallala Estate | } | Plantation Corporation of Kerala Ltd.,
Kalady Planation P.O.,
Via-Aluva, Ernakulam Dist.,
(Approx. 30 kms from Angamaly) |
| e. Adirappally Estate | | |
| f. Perambra Estate | | Plantation Corporation of Kerala Ltd.,
Muthukadu.P.O.,
Via-Peruvannamuzhy,
Kozhikode,
(Approx. 60 kms. from Kozhikode) |
| g. Nilambur Estate | | Plantation Corporation of Kerala Ltd.,
Pookkottupadam Road,
Railway Station Road. P.O.,
Nilambur, Malappuram Dist.,
(Approx. 6 Kms. from Nilambur). |

23) The cost of tender form for stapler machine is ₹.210/- (including GST) and for stapler pin is ₹.525/- (including GST).

24) The Tender should be given in sealed cover superscripting "**Tender for supply of Stapler Machine and Stapler Pins 2018 season**" due on **18.01.2018** to reach the Manager (Commercial) Plantation Corporation of Kerala Ltd., Kottayam- 686 004, Kerala State on or before **1 pm on 18.01.2018**. The tender should accompany the following:

- a) Offer showing the rate for supply of material.
- b) EMD equivalent to 1% of the total amount.
- c) Tender conditions duly signed in all pages in token of having accepted the same.
- d) Sample required as per the schedule

The tenders will be opened at **2.30 p.m. on the same day**, in the presence of intending tenderers or their authorized representatives, if present.

KOTTAYAM,
22.12.2017.

sd/-
MANAGING DIRECTOR

THE PLANTATION CORPORATION OF KERALA LTD.

CIN: U01119KL1962SGC001997

SCHEDULE

A. Stapler Pin – 19,075 packets. (24/6 size)

(a) The quantity shown above are only approximate. The exact quantity will be intimated in the Purchase Order and the supplier is liable to supply the material as per the Purchase Order

(b) The size of the pin should be 24/6, made in mild steel wire, to be used in stapler machine of 24/6 size.

(C) Supply should be effected as follows:

Kodumon Estate	-	4530	Packets
Chandanappally	-	6655	"
Thannithode	-	120	"
Kallala	-	3110	"
Adirappally	-	2646	"
Perambra	-	1570	"
Nilambur	-	444	"
Total	-	19,075	Packets

(d) **Sample should be produced along with the Tender.**

(e) The rate should be quoted per packet of 1000 Nos.

B. Stapler Machine – 746 Nos. (24/6 size)

(a) The quantity shown below is only approximate. The exact quantity will be intimated in the Purchase Order and the supplier is liable to supply the material as per the Purchase Order.

(b) The supply should be effected as follows:

Kodumon Estate	-	175	Nos.
Chandanappally	-	267	"
Thannithode	-	10	"
Kallala	-	118	"
Adirappally	-	121	"
Perambra	-	55	"
Total	-	746	Nos

(c) **Sample should be produced along with the Tender.**

THE PLANTATION CORPORATION OF KERALA LIMITED, KOTTAYAM -4

SCHEDULE

FORM OF TENDER

<u>Item to which</u> <u>Rate quoted</u>	<u>Rate quoted</u> (All inclusive)	<u>Total Amt</u> Rs. Ps.
--	---------------------------------------	-----------------------------

Stapler Machine - 24/6 Size

(The rate should be quoted per machine.)

Stapler Pin - 24/6 Size

(The rate of stapler Pin should be quoted per packet.)

Sample should be produced along with the Tender.

1. Details of EMD :
2. Remarks :

The tender conditions are accepted and attached with this duly signed in all pages.

Signature of the Tenderer :
Name and Address (with Kara, Village, Taluk
District and Pin Code) :

Telephone No. & Fax No. :
Date :
E-mail ID :