



THE INSTITUTE OF COST ACCOUNTANTS OF INDIA

(STATUTORY BODY UNDER AN ACT OF PARLIAMENT)

12, SUDDER STREET, KOLKATA - 700 016

TELEPHONES: +91 33 40364757, +91 11 24666125

Website: www.icmai.in e-mail: cpu.hod@icmai.in

Central Purchase Unit

TENDER NOTICE

Ref. no. LPC/STUDIES/carton box/01

May 10, 2019

Supply of printed corrugated carton boxes

Reputed and resourceful manufacturers/suppliers of Corrugated Carton Box are requested to offer their rates for Phase-wise supply of the printed (single color) corrugated carton boxes on annual basis. The description of the goods is as below:

<i>Item no.</i>	<i>Name of the item / specification</i>	<i>Approx. annual requirement</i>
1	Corrugated carton boxes Print: Single colour Carrying capacity (wtg.): 6 Kg. 100 gm. Size: 275 mm x 215 mm x 175 mm Paper: 140 GSM - 5 Ply	2,000 ($\pm 10\%$) nos.
2	Corrugated carton boxes Print: Single colour Carrying capacity (wtg.): 7 Kg. 200 gm. Size: 275 mm x 215 mm x 195 mm Paper: 140 GSM - 5 Ply	2,000 ($\pm 10\%$) nos.
3	Corrugated carton boxes Print: Single colour Carrying capacity (wtg.): 11 kg. 800 gm. Size: 285 mm x 210 mm x 240 mm Paper: 140 GSM - 5 Ply	500 ($\pm 10\%$) nos.

(To know the exact specifications, the sample can be seen from our office)

Terms and conditions

- Rates will be inclusive of print, supply, and delivery, no additional charges other than quoted rate will be entertained. (Taxes will be extra as applicable).
- No advance payment is to be done. All payment(s) is/are to be given to the Bank A/c through Electronic Mode, hence Bank Details [(1) Name of the A/c., (2) A/c. No., (3) Type of A/c., (4) Name of the Bank, (5) Branch Name with Address and (6) IFSC Code] should be provided in the Quotation.
- Bidders are to quote for all the three items mentioned.
- The lowest bidder would be considered on the basis of aggregate value of the quotes provided for all the items (item nos.:1-3)
- Size(s) of the Carton Boxes, as stated above, may be modified / altered under advance intimation and upon mutually agreed terms.
- Annual requirement of the item(s) is/are to be supplied PHASE-WISE (according to Purchase Order issued) during 1 year period (starting from the date of acceptance of the 1st Order for Supply).



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- SECURITY DEPOSIT, of Rs. 5,000/- (Rupees five thousand only) is to be submitted by the Selected Bidder at the time of acceptance of 1st Order for Supply.
 1. Security Deposit is to be submitted by way of Demand Draft, drawn in favour of 'The Institute of Cost Accountants of India', payable at Kolkata.
 2. Security Deposit will be retained for a period of 1 year and returned without any interest after expiry of contract and satisfactory execution of the Order(s) for supply.
 3. In case of non-adherence of any Order for Supply of the item, Security Deposit will stand forfeited.
- Bids are to be provided in the format in Annexure 1 of this tender notice.
- Incomplete bids will be considered unresponsive.
- Validity period of the rates provided will be for 60days.
- The order will be placed for the best interest of the Institute.

For any queries and sample verification, the intending bidders may meet Shri Subhasis Bhattacharya, Dy. Director – Studies, ICAI, 12, Sudder Street, Kolkata – 700 016 during office hours 10.30am to 4.30pm on Monday – Friday except National Holidays.

The quotations have to be submitted to Mr. Gautam Ghosh, CPU, ICAI, CMA Bhawan, 12, Sudder Street, Kolkata – 700 016 in Sealed Envelope, superscribed 'SUPPLY OF PRINTED CORRUGATED CARTON BOXES' on and before 04:00p.m., May 16, 2019

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Annexure 1

Format for providing bid

Sl. No.	Details Requested	Provide Details
1.	Name of the Company/ Vendor	
2	Contact person & Mobile number	
3	Full address of the Registered office With Email Address	
5	RTGS Bank Account Details	
6.	Additional Information , If any (attach separate Sheet if required)	
7.	Details of GSTN if available	
8.	PAN	

Item no.	Approx. annual Qty.	Rate per100 Boxes (Rs.)*
1	2,000 ($\pm 10\%$) nos.	
2	2,000 ($\pm 10\%$) nos.	
3	500 ($\pm 10\%$) nos.	

Applicable tax rate on the date of submission of bid: _____

* Taxes will be extra as applicable

Signature of bidder:

Seal:

Date:

Place: