

HOOGLY PRINTING CO. LTD.
(A Govt. of India Enterprise)
41, Chowringhee Road, Kolkata - 700071
Phone No. (033) 2288-3312/3779 Fax No. (033) 2288-2734
e-mail : hooghlyprint@dataone.in

NOTICE INVITING TENDER

NIT NO. 07/2015-16 dated 21.07.2015

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Hooghly Printing Co. Ltd. (HPCL) invites sealed offers from manufacturers/authorized dealers/distributors/ C & F Agents for supply of hotmelt adhesives on Annual Rate Contract basis.

Item No.	Item Description	Specifications	Annual Requirement (Apprx.)	Other Specifications
1	Non-Pigmented Hotmelt Adhesive	Low Temperature for Spine & Side both- Operating Temperature:120°C to 140°C Solid:100%	25000 Kgs	(Henkel-Technomelt Cool 4530,H.B. Fuller-Swifttherm 9440)
2	Pigmented Hotmelt Adhesive	Spine Glue Operating Temperature:160°C to 180°C Solid:100%	16000 Kgs	(Henkel- Technomelt Q4503,H.B. Fuller-Lunatack-8246)
3	Non-Pigmented Hotmelt Adhesive	Side Glue Operating Temperature:160°C to 180°C Solid:100%	9000 Kgs	(Henkel- Technomelt Q970N,H.B. Fuller-Lunatack 0097)

*The quantities mentioned above are indicative in nature and may vary as per actual requirement.

1. Scope of Work:

- Materials to be supplied at M.G.Road, Thakurpukur, P.O.-Joka, Kolkata-700104 and/or any other places in and around Kolkata as may be advised by HPCL through Telephone / Fax/ Email/Letter.
- Stock to be replenished on every 15(Fifteen) days basis for 2 weeks consumption. Delay will result in placement of Order on alternate source for supply of the materials.

2. Eligibility Criteria:

- Bidders should have average annual turnover of 30 (Thirty) Lakhs in the last three years. (Audited accounts for the last three years have to be submitted with the Technical Bids.)
- Bidders must have average inventory holding capacity of 6 MT of materials at a single point of time. (Documentary proof to be attached)
- Bidders should have Depot/Warehouses and office within the municipal limits of the city of Kolkata/Howrah. (Documentary proof to be attached)
- Dealers/Stockists/C & F Agents/Distributors must submit the valid Authorization Certificate from the manufacturer. (Documentary proof to be attached)
- Bidders should have all statutory registrations such as Trade Licence, W.B. VAT Registration, CST Registration. (Documentary proof to be attached)
- Bidders must enclose the technical spread sheet for each of the items. (Product literature has to be submitted with the technical bid)

3. Rate: Rates quoted should be inclusive of all taxes and duties (i.e. Excise Duty, VAT/CST) and charges for delivery to HPCL's designated units or to any other place in or around Kolkata as advised by HPCL.

4. Validity: The rates should be inclusive of loading & unloading charges, incidental expenses etc. and should remain valid till 31.08.2016.The period of the validity may be extended on mutual consent for a further period of Six months.

5. Security Deposit: The successful Bidder shall maintain a interest free Security Deposit of Rs.50,000/-(Fifty Thousands Only) with the Company during the contract period i.e. 1st September, 2015 to 31st August,2016. Such Security Deposits to be furnished in the form of Demand Draft/Pay Order payable at Kolkata favouring "Hooghly Printing Co. Ltd."

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6. Submission of Offers: Last date for Submission of Offers is 05.08.2015 by 15.00 Hrs. The offers would be opened on 06.08.2015 by 16.00 Hrs.

7. Payment Terms: Bidders are advised to quote their best price on the basis of 60 days credit basis. Payment will be made on submission of original tax invoice along with receipted challan and no overdue charges will be paid.

8. Risk Purchase & Liquidated Damages: Time is the essence of the Contract. Materials to be delivered as per delivery schedule in delivery instructions failing which Risk Purchase and/or Company's Standard LD Clause will be applicable without Prejudice Company's right to black list the Bidder.

9. Resolving of Disputes: Any dispute arising out of these transactions shall be subject to the jurisdiction of competent Court at Kolkata.

10. Tender Form: The Tender Form will be available from the above address on any working day excluding Saturday between 11.00 Hrs. and 15.00 Hrs. on payment of Rs.500/- (Rupees Five Hundred Only) in the form of Demand Draft/Pay Order favouring "HOOGHLY PRINTING CO. LTD." payable at Kolkata. In the alternative Bidders may download the Tender Form from the company's website www.hooghlyprinting.com In such case Demand Draft/Pay Order for Rs. 500/- favouring "HOOGHLY PRINTING CO. LTD." payable at Kolkata to be submitted along with the Offer.

11. The Contract price for rate contract shall be finalized as usual complying all the relevant provisions. However, for rate contract, the negotiated rate as finalized can be offered to all the other Bidders besides the L-1 Vendor provided they are technically and commercially acceptable notwithstanding the ability of L-1 party. This is in contrast to all other cases where the ability of L-1 vendor is assessed before the ordered quantity is split among all the eligible bidders at the negotiated L-1 rate.

In the rate contract, the Order quantity is to be placed on all the vendors, who have agreed to L-1 Rate & terms, provided preference will be given to original L-1 Bidder which will be more than 50 % of the total Order quantity considering their technical and commercial ability and the remaining quantity will be procured from L-2, L-3 Bidders etc. Where preference will be given to L-2 Bidder considering original value. The quantity for L-2 Bidder will depend upon his technical & commercial ability and should not be more than 30 % of the total quantity. Supply of Balance quantity will be offered to L-3 Bidders following the same principle.

12. Note: The Tenderer should sign on each and every page of this Tender Form under his seal. Bidders should comply & agree with all the eligibility criteria and techno-commercial terms before submission of their Bid. Interested Bidders may submit Demand drafts/Pay Orders favouring "HOOGHLY PRINTING CO. LTD." payable at Kolkata of Tender Fees i.e. Rs.500/- (Five Hundred only) along with their Offer to Sr. Manager (F&A) at 41, Chowringhee Road, Kolkata-700071 on any working day excluding Saturday between 11.00 hrs. & 15.00 hrs. For any further clarifications please contact Officer (Purchase) at the above address on any working day excluding Saturday between 11.00 hrs. & 15.00 hrs. Management reserves the right to cancel the Tender or to accept or reject any or all the Offers and/or to divide the quantity ordered between one or more Bidders without assigning any reason whatsoever.

Date: 21.07.2015

For HOOGHLY PRINTING COMPANY LIMITED

Place: Kolkata

Sr. Manager(F&A)

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1. NIT NO. & DATE: NIT 07/2015-16 DT. 21-07-2015

2. NAME OF THE BIDDER IN FULL :

ADDRESS OF THE BIDDER

(a) Registered Office :

(b) Head Office :

(c) Branches :

(d) Workshop/Godown :

(e) Depot :

3. TELEPHONE NO./ FAX / E-MAIL :

4. STATUS OF THE ORGANISATION :
Proprietorship / Partnership / Ltd. Co./
Pvt. Ltd. Co.

5. DATE OF COMMENCEMENT OF BUSINESS:

6. NAME, FATHER'S NAME & RESIDENTIAL :
ADDRESS OF PARTNERS / DIRECTORS /
PROPRIETOR AS THE CASE MAY BE
(Use separate sheet if necessary)

7. BANK PARTICULARS :

(a) Name of the Bank & Branch :

(b) Address of the Branch :

(c) Telephone No. of the Branch :

(c) Account Number :

(d) Type of Account :

Date:

Signature with Seal

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(e) IFS Code of the Branch :

(f) Term loan sanctioned :

(g) Bank Guarantee limit :

8. TRADE LICENCE NO. :
(Please attach a photo copy)

9. SERVICE TAX REGISTRATION NO. :

10. I. T. PERMANENT ACCOUNT NO.:
(Please attach photo copy)

11. WHETHER THE APPLICANT IS ENLISTED :
WITH ANY PUBLIC SECTOR
UNDERTAKING, STATUTORY BODY
CENTRAL OR STATE GOVT. DEPT
(if so, the details to be furnished)

12. WHETHER THE APPLICANT HAS BEEN
BLACK LISTED BY ANY PUBLIC SECTOR
UNDERTAKING, STATUTORY BODY
CENTRAL OR STATE GOVT. DEPT

13. FINANCIAL CAPACITY :

(a) Fixed Capital:

(b) Working Capital :
(Copy of audited Balance Sheet to be enclosed)

14. VAT Regn. No. :

15. CST Regn. No. :

Date:

Signature with Seal

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Price Bid

Item No.	Description of Items	Rates(Rs./Kg)
1	Non Pigmented Low Temperature Glue for Spine & Side both	
2	Spine Glue	
3	Side glue	

Note:

- i) Bidders quoted their price on the basis of CST and/or VAT should be clearly mentioned in remarks.

Remarks:

Date:

Place:

Signature of authorized person with seal

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I/We hereby certify that the above particulars furnished by me/us are true to the best of my/our knowledge and belief; and in case of misrepresentation of facts, Hooghly Printing Co. Ltd. shall have the right to reject this Tender.

Date:

Place:

Signature of authorized person with seal

Note: The Tenderer shall sign on each and every page of this Tender Form under his seal.