



**GIRIJAN COOPERATIVE CORPORATION LIMITED,  
EAST POINT COLONY, VISAKHAPATNAM – 530 017, AP.**

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**Rc.No.251/2018/M.1.**

**Dt:19.11.2018**

**SHORT TENDER NOTICE FOR SUPPLY OF ELECTRONIC WEIGHING SCALES,  
DIGITAL MOISTURE METERS AND OTHER ITEMS TO GPCM SOCIETIES IN ANDHRA  
PRADESH**

Girijan Coop. Corporation (GCC), a Govt. of AP undertaking desires to purchase Electronic Weighing Scales, Digital Moisture Meters, Tarpaulins and other items for its Primary Procurement Centres (PPCs) from reputed Manufacturers / Authorized Agencies./ Suppliers. The intending suppliers are required to furnish their sealed Tenders and participate in the Tender process.

The requisites for participation by the agencies are through:

- a) Open auction: Open auction will be conducted on 27.11.2018 at 2.00 PM at GCC Head Office, Visakhapatnam. Sealed tenders will be received on the same day up to 2.00 PM.

The criteria for participation by the interested parties are:

- i) They shall be registered manufacturers having valid manufacturing license/ industrial license
- ii) Authorized agency / Supplier for a reputed manufacturer
- iii) Income tax assesses for the last 3 years
- iv) Valid PAN ,TIN, TAN and GST
- v) Regular supplier
- vi) of material to Government Organizations/ industries of repute
- vii) Preference will be given for the manufacturing units/ agencies certified under ISO and having sufficient credentials at their credit.
- viii) Samples should be submitted while participating in the tender, in the absence of which the tender shall be summarily rejected.
- ix) Any other information may be furnished in the format.
- x) The party shall also to furnish a refundable Security Deposit while participating in the open auction.
- xi) The supply of above packing material shall be to the Girijan Primary Cooperative Marketing Societies (GPCMS) in the State.

A committee constituted for the purpose of short listing the eligible agencies/ parties shall examine the tenders, conduct further proceedings which will be completed on the day of Tender itself. For any queries' and other terms & conditions please refer to GCC Website [www.apgirijan.com](http://www.apgirijan.com) or address to gmrmhgcc@gmail.com.

Sd/- xxxxxxxx

**For VC & MANAGING DIRECTOR**

To

The prospective Suppliers / Firms / Parties as per the mailing list

Copy to the Managers, GPCMS / DMs, GCC in the state

Copy to the Notice Board in CHO.

**GIRIJAN COOPERATIVE CORPORATION LIMITED: VISAKHAPATNAM**

**TO BE FILLED IN BY THE MANUFACTURER/AGENCY/ SUPPLIER FOR SUPPLYING ELECTRONIC WEIGHING SCALES AND OTHER ITEMS TO GPCM SOCIETIES**

From	To
	Girijan Co-operative Corporation Ltd., Opp: New Vuda Park, Visakhapatnam – 530017.

Sir,

In pursuance of your Short Tender Notice Rc. No. 251/2018/M.1.Dt.19-11-2018, I / We hereby confirm that I / We have gone through your Tender notice and the terms and conditions and I / We hereby undertake to abide by the same.

We are enclosing herewith following documents as a proof of existence in Business.

SI No.	PARAMETER	Certified copy enclosed
1	Firm Registration/Manufacturing License	Yes/No
2	PAN/TIN/GST on Firm's name	Yes / No
3	Income tax assessment for 3 years (2014-15 to 2016-17)	Yes / No
4	Certificates of Firm Registration	Yes / No
5	Execution of similar material orders to PSUs/Private reputed Firms	Yes/No
6	ISO Certification to Firm	Yes / No
7	Credentials from Organizations	Yes / No
8	Authorization for participation in Tenders on Firms behalf	Yes / No
9	Representative Sample submitted	Yes/No
10	Security Deposit Rs.1,00,000/-	Yes/No
11	Company Annual Reports for two consecutive years	Yes/No
12	Partnership deed/ memorandum and articles/byelaws	Yes/No
13	Any other information to please specify	Yes/No

I / We offer the following rates in the format given below:

SI No	Name of the product	Model	specifications	Quantity to be supplied (NOs)*	Rate quoted per unit in Rs.
1	<b>Electronic Weighing Scales</b>	Electronic Platform Scale	100 Kgs with rechargeable battery, Size 600 x 600 mm SS platform	264	
2	<b>Digital Moisture Meters</b>	Multi-Commodity moisture Testing (for Coffee beans, Pepper, Raw Cashew Nut and Dry Chiiles etc.) and Confirming to IS-8824 standards	Digital LCD Display, Moisture range- 4% to 20% with (+) / (-) 0.4% accuracy, measurement time per sample-one minute	205	
3	<b>Honey Refractometer</b>	For Rock Bee and Apiary Honey	Measuring Range: 58-90%Brix ; 38-43 Be' (Baume) ; 12-27% Water Division: 0 .5% Brix ; 0.5Be' (Baume) ; 1% Water Accuracy: ±0.5% Brix ; ±0.5Be' (Baume) ; ±1% Wate	30	
4	<b>Tarpaulins</b>	HDPE Tarpaulin GSM: 250	Size: 8M x 12 M Color: Black	581	

\*Subject to revision of off take basing on the actual need.

I / We M/s \_\_\_\_\_ having factory/Agency with bonafide address at Door No. \_\_\_\_\_ (full postal address to be given) offered the rates which shall be in force for 12 months.

We are deputing Sri \_\_\_\_\_, of our Firm M/s. \_\_\_\_\_ (Name of full postal address) on our behalf in the capacity of the Proprietor / Partner / Authorized Representative to participate in Tender negotiations and to take appropriate decisions.

We shall abide to the Terms and Conditions stipulated by GCC.

**ADDRESS & PHONE NO. OF THE PARTY / FIRM**

<b><u>ADDRESS</u></b>	<b><u>Phone Nos</u></b>	<b><u>EMAIL / FAX No.</u></b>
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SIGNATURE OF THE TENDERER

**GIRIJAN COOP. CORPN. LTD. VISAKHAPATNAM-530017**

**Annexure – A**

**TERMS AND CONDITIONS FOR SUPPLY OF ELECTRONIC WEIGHING MACHINES,  
DIGITAL MOISTURE METERS AND OTHER ITEMS TO THE GPCM SOCIETIES**

<b>I.</b>	Meanings	
1.	Corporation:	Girijan Cooperative Corporation Ltd (GCC) Visakhapatnam-530 017
	GPCMS	Girijan Primary Cooperative Marketing Society Ltd
2.	Time & Date	Time & Date mentioned in the Tender Notice
3.	Place of Tender	As mentioned in the Tender Notice.
4.	Annexure – B(Financial bid)	The prescribed Tender form which shall be filled in fully by the tenderor or his authorized representative.
5.	Annexure-C (Technical bid)	To be furnished with required documents
6.	Usual Official Language	The medium of language used in the tender form
7.	Tenderor	An individual / Registered Firm / Registered Company (or) his / their authorized Representative. However the authorized representative shall produce relevant proof disclosing his status.
8.	Authorized Officer of the Corporation to execute Tenders	The Committee authorized for the purpose or authorized official (s) by the VC & MD, Girijan Cooperative Corporation Ltd., Visakhapatnam – 530017.
9.	Dispute	The breach of contractual obligation arising out of the tender conditions
10.	Sole Arbitrator	Vigilance Officer, GCC Ltd, Visakhapatnam or any other officer appointed by the VC & Managing Director, Girijan Coop. Corporation Ltd., Visakhapatnam-530 017
11.	Submission of Tender	<p>a. Tenders will be filed in two separate covers subscribing as technical bid and financial bid. At the beginning of the tender procedure, the cover containing technical bid will be opened first.</p> <p>b. The technical bid shall comprise of:</p> <p>i) EMD amount submitted by tenderer for the value as specified by GCC should be arranged by means of DD drawn on Girijan Coop. Corporation Ltd., Visakhapatnam - 17.</p> <p>ii) Other documents such as:</p> <ol style="list-style-type: none"><li>1. Attested copies of partnership deed/ memorandum and articles/ byelaws.</li><li>2. Attested copies of residence i.e., Panchayat / Municipal Tax / PAN / GST No.etc.</li><li>3. Copies of Financial Statements for the past 3 three years proceeding to the current year.</li><li>4. Written authorization on letter head with stamp / seal to be furnished.</li></ol> <p>c. Tender(s) will be received on all working days up to the last date &amp; time and at the place indicated in the Tender notice.</p> <p>d. Sealed covers i.e., Financial Bid shall be addressed to the VC &amp; Managing Director, GCC Ltd., Visakhapatnam.</p> <p>e. Sealed covers ie., Technical Bid shall be prescribed as “Technical Bid for supply of Weighing Scales etc. The sealed tender(s) in Technical Bid (as per details in Annexure – B) shall be signed &amp; presented either by the intending tenderor or through his / her/ their authorized representative, in person or by post so as to reach the authorized representative of the Corporation within the stipulated time &amp; date.</p>

12.	Receipt of Tender	a) The tender(s) received up to the last date & time and at the place indicated in the tender notice shall only be taken into consideration for opening in the presence of the tenders / their authorized representative present at the time prescribed for opening of the tenders as in Technical Bid (as per details in Annexure-B). Tenders received after the stipulated date & time and Tenders received late due to any postal delay or any other reason shall not be entertained under any circumstances and the Corporation is not responsible for such delayed receipt of tender(s) or lost in transit
13.	Capacity of the Tenderor / Auctioneer	a) The tenderor shall be a competent person under law to execute / enforce an agreement. In case of a tender(s) is represented by a third party the person representing the tender(s) bid shall produce written authorization to do so. b) The tenderor shall disclose full address of his residence and his registered office. c) Tenderor who is found insolvent or convicted on any charge by a Court or involves in any dispute with the Corporation in past / present is not eligible to participate in the tender(s)
14.	Documents to be furnished	A. Technical bid as per details in Annexure – B comprises of i) Payment of EMD. ii) In case of tender is filed by a Firm / Company a certified / attested copy of partnership deed / articles shall be furnished along with tender form. iii) A copy of proof of residence / existence i.e. Panchayat / Municipal Tax Receipt & GST registration certificate shall be furnished. iv) The Tenderer shall produce financial statements for past 3 years proceeding to this year.
15.	Furnishing of relevant information in Technical bid.	The intending suppliers shall produce brochures / CD technical specifications of the items for which they are quoting the rates and which they intend to supply to be furnished in separate sheet. Any tender not accompanying with the specifications/ brochures / CD of the items would be rejected summarily without any assigning any reasons there for.
16.	Rates	a) The rate offered shall be per each number. F.O.R. delivery at the places as indicated in the financial bid. b) The rate offered in the tender must be written in words also and corrections if any shall clearly be attested. c) The rates quoted shall be valid for a period of one year from date of confirmation.
17.	Taxes	The applicability of Taxes if any on the rates quoted should be clearly mentioned.
18.	Payment of EMD	a) The EMD shall be paid for the sum indicated in the tender notice for the machinery specified & noted against each unit. b) In case, tender is accepted, the EMD paid would be held with the Corporation. If the tender is not accepted, the EMD would be returned to the party on the same day of tender. c) No interest would be paid by the Corporation on the EMD held.

19.	Mode of payment of EMD	All Payments shall be made by way of "ACCOUNT PAYEE DEMAND DRAFT" Obtained in favor of "GIRIJAN COOPERATIVE CORPORATION LIMITED, VISAKHAPATNAM" drawn on any Nationalized Bank and payable at Visakhapatnam only. Any payment through Cheques/ Cash will not be accepted towards the payment of EMD.
20.	Rejection / cancellation / postponement of Auction / Tender	<p>a) Tenders which are not accompanied with the prescribed EMD shall summarily be rejected</p> <p>b) Any conditional tender or tenders filed other than in the form given in Annexure-B &amp; Annexure – C (Financial bid &amp; Technical bid) shall be liable for rejection out right by the authorized representative.</p> <p>c) This Corporation reserves the right to reject the tender, if Annexure-B &amp; Annexure - C is not fully filled in and Conditions stipulated are not fully complied with or found with concealment of facts &amp; figures and does not disclose true and exact information. All &amp; any tender not complying with these tender conditions shall be rejected.</p> <p>d) This Corporation also reserves the right to postpone / cancel the tenders or withdraw/ reduce/ enhance the quantities before commencement of the tender proceedings. This Corporation reserves the right to use its discretion depending on the circumstances prevailing at the time of opening tenders whether to accept or reject any tender.</p>
21.	Process of Auction	<p>a) All the parties or their authorized representatives shall be present within 15 minutes before the time specified for conducting auction and for opening of tenders item-wise on the day and at the place indicated in the tender notice so that they can witness the auction-cum-tender proceedings</p> <p>b) Only those parties who pay the Earnest Money Deposit will be allowed in the Auction Hall</p> <p>c) Auction will be held first at the place date and time mentioned in Annexure-B. Immediately after the auction proceedings are over, the tenders will be opened by the authorized officer. The Corporation reserves the right to negotiate the rate after completing auction-cum-tender process, as per need.</p>
22.	Acceptance of the Tender	<p>a) The lowest rate offered / obtained in the auction / tenders/ negotiations may either be considered for acceptance or rejection without assigning any reason.</p> <p>b) The Corporation also reserves the right to accept or reject any or all the tenders / rates offered without assigning any reasons and to purchase the stocks in any manner as they considered and deemed it on the same day or any other subsequent dates in the interest of Corporation.</p>
23.	Confirmation	<p>a. In case of acceptance of the tender, orders of confirmation will be issued to the concerned parties within 3 weeks (21 days) or within such other extended period by the authorized representative of the Corporation from time to time from the date of conducting tender proceedings.</p> <p>b. The successful Tenderor shall enter into a Contract Agreement with the Corporation after the tender is confirmed in his favour.</p>

24.	Delivery of items	<p>a) The items as per requirement furnished in the tender notice (subject to revision basing on the actual need) shall be supplied with in time at the rates now accepted in the auction / tender/ negotiation proceedings and shall be in force for one year.</p> <p>b) The supplies shall be made on F.O.R. delivery basis to the respective places of GCC within a week from the date of placing indent by the Corporation.</p>
25.	Liquidated charges	<p>a) The supplies have to be effected strictly in conformity with the approved quality specifications and any deviation from specifications the items supplied will be rejected outright making the supplier liable to pay liquidated damages</p> <p>b) Any delay in supplying items within the stipulated time would result in dislocation to the planned activities, the supplier would therefore be liable to a pay a penalty of 5% value of the items to GCC per month.</p> <p>c) Any continuous failure of the supplier in effecting supplies would result in cancellation of the supply orders besides making him liable for legal action and to make good consequential losses to GCC.</p>
25.	Disputes	Any dispute arising out of these auction-cum-tender proceedings shall be referred to a sole Arbitrator specially appointed by Vice-Chairman & Managing Director.

I/We M/s -----/----- shall abide to above terms & conditions while execution of orders / supply of material.

Signature of the Tenderer