



Chennai Metro Rail Limited
(A Joint Venture of Govt. of India and Govt. of Tamil Nadu)

NIT.No.: CMRL/MMD/501/P-157/TEN-01/2017

Date: 27.01.2017

To,

Sub: Invitation of sealed quotation for “Procurement of Thermal Paper Roll”

Chennai Metro Rail Limited (CMRL) is a Joint Venture of Government of India (GoI) and Government of Tamil Nadu (GoTN) and is entrusted for implementation of Metro Rail project in Chennai City. Sealed quotations are invited from the agencies for “**Procurement of Thermal Paper Roll**” having following details:-

| Sr. No. | Name of the Item | Qty. (Roll) | Technical Specifications |
|---------|---------------------------|-------------|---|
| 1. | Thermal paper roll | 5,000 | 3 inches (56 GSM*15 m Length) each roll |

1. Bid security (EMD - Earnest Money Deposit):

- i. The EMD shall be made payable without any condition to the CMRL. A demand draft or banker’s cheque in favour of “**Chennai Metro Rail Limited**” payable at Chennai should be submitted along with the bid as bid security, for the amount of **Rs.900.00/- (Rupees – Nine Hundred Only)**.
- ii. All tenderers (including those who possess NSIC, SSIC, etc certificate holders) should submit EMD along with the bid documents. Any bid document submitted without the EMD in the approved form will be summarily rejected. **No interest is payable for the EMD amount.**
- iii. Bid securities of the unsuccessful bidders will be returned at the earliest after expiry of the final bid validity & latest on or before the 30th day after the award of the contract.
- iv. EMD of successful bidders will be returned back within **30 days of acceptance of delivered items**
- v. EMD shall stand forfeited, if bidders:-
 - a. Revokes or cancel their tender after submission or vary any terms thereof without the consent of the CMRL.
 - b. Changes/varies any terms and conditions mentioned in P.O. thereof without the consent of the CMRL.



2. Bid Price:

The prices should be quoted in Indian Rupees with delivery of item at CMRL failing which the bid would be rejected. The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.

- If any variation arises between the Unit Rate and the corresponding quoted Total Cost, then the Unit Rate will prevail for calculation of the Total Cost.
- In case of any discrepancy between the prices quoted in words and in figures, lower of the two shall be considered.
- Conditional bids would be summarily rejected.
- Price should be quoted as per price schedule attached at Annexure -A.

3. Delivery Period:

The items should be delivered at CMRL venue within **02 weeks** from the date of reception of Purchase Order.

4. Evaluation of Quotation:

- a. The quotations would be evaluated and compared based on the substantial responsiveness to the technical specifications and commercial conditions set out in bidding documents and which are properly signed confirming the terms and conditions.
- b. The tender will be evaluated on Total bid price, which is the total value as per price schedule or Item wise price of each item, whichever is beneficial to CMRL.
- c. The price bid of eligible firms will be opened and work order would be considered on the lowest bidder subject to their capacity and performance.
- d. CMRL reserves the right to accept or reject any tender without assigning any reason thereof at any stage. It is open to CMRL to alter the conditions of the tender schedule in appropriate cases in the interest of CMRL. No representations will be entertained in the matter of selection of the L1.

5. Payment terms:

100% payment would be released through RTGS/NEFT within thirty days on receipt and acceptance of items against the following documents:

- a) Original invoice duly signed by the authorized signatory
- b) Item Acceptance Certificate duly signed and sealed from authorized representative of CMRL after delivery of all the items in full quantity as mentioned in Purchase Order.
- c) PAN Card number, Bank Account details, Bank address & RTGS details of the Agency are to be forwarded along with the Invoice.

In case if you are registered under MSME Act, 2006, the copy of the registration certificate to be provided.

6. Validity of Quotation:

Quotation shall remain valid for a period of **180 days** from the date of bid opening.

7. Supply of items:

The number of items to be supplied is indicative only and the same may be varied during the period of bid validity period. The number of items may increase or decrease during the bid validity period. The bidders should provide the item as per the rate quoted in the bid based on the requirement of CMRL.



8. Agency details:

The Agency has to fill in the vendor detail form enclosed with this Tender Document as **Annexure-B** and same shall be forwarded along with quotation.

9. Jurisdiction:

The court of jurisdiction is Chennai. The English language shall be the official language for all purposes

10. Acceptance of terms & conditions:

Bidders are requested to submit the sealed and signed copy of this tender document along with quotation as acceptance of all terms & conditions.

11. Quotation submission:

Quotation should be submitted on or before the date & time mentioned below:

| <i>Sr. No.</i> | <i>Particular</i> | <i>Schedule of tender opening</i> | |
|----------------|--|-----------------------------------|------------------|
| | | <i>Date</i> | <i>Time</i> |
| 1. | Last date for submission of bid document | 10.02.2017 | 1500 hrs. |
| 2. | Opening of Bid document | 10.02.2017 | 1530 hrs. |

12. If the tenderers want to mention any specific condition, it should be clearly mentioned on the covering/forwarding letter only, and which shall be placed on the first page of the technical bid. Any special conditions mentioned in any other document will not be given any consideration.

13. In the event of the contractor backing out/violation of the contract in the midway without any explicit consent of CMRL, the contractor will be liable for the recovery of higher rates vis-a-vis contracted rates, which may have to be incurred by CMRL on procurement of said item by alternative means.

14. Sealed Quotation to be forwarded to below mentioned address or submitted in the tender box kept at CMRL, Depot on or before the specified time in the mentioned tender document. Late/delayed tenders by any means shall not be accepted and treated as rejected. No fax or Email copy of the tender will be accepted by CMRL. The tender envelope should be super scribed as **“Bid for Procurement of Thermal Paper Roll do not open before 1530 hrs. on 10.02.2017”**.

“Dy. Manager (RSM),
Chennai Metro Rail Limited,
General Stores, CMRL depot,
Poonamallee High Road,
(Opp. to Daniel Thomas School)
Koyambedu, Chennai – 107”
E-Mail – mm.cmrl@tn.gov.in



15. It shall be the responsibility of the tenderer to ensure that his tender reaches the designated officer before the deadline of submission. Any tender brought by any person / courier or any tender received through post after this deadline by the designated officer will not be considered.

16. Amendment of bid document:

At any time prior to the deadline for submission of bid, the CMRL may for any reason, whether at its own initiative or in response to clarifications requested by a Bidder, modify the bid document by the issuance of addenda on its official website www.chennai-metro-rail.org or through email. In order to afford the Bidders a reasonable time for taking an addendum into account, or for any other reason, the CMRL may in its sole discretion, extend the Bid due date.

17. We look forward to receiving your quotations and thank you for your interest.



With regards,

T.P. Vinod Kumar
JGM (HR& MM)

For & on behalf of CMRL

Note:-

- i. Quotations received after the stipulated time will not be accepted. Bidders are advised to send their sealed bid preferably by courier/post or in person at above address. CMRL will not be responsible for any postal delay.
- ii. If due to any exigency, the due date for opening of tender is declared closed holiday, in such case the tenders will be opened on next working day at the same time or any other day/time as intimated by the CMRL.

The authorised representatives, who intend to attend the tender opening meeting, are to bring with them authority letter or company identity proof from the corresponding tenderers. In case of non-submission of authority letter or company identity proof, the concerned representative will not be allowed to attend the tender opening meeting

| Price Schedule | | | | | | |
|-----------------------|---|---------------------|---------------------------|--------------|---------------|--|
| Sr. No. | Item | Qty. (Rolls) | Unit Rate (in Rs.) | Taxes | | |
| | | | | In % | In Rs. | |
| 1 | Thermal Paper Roll 3 inches(56 GSM x 15 m Length) each roll | 5,000 | | | | |
| 2 | Total Amount including taxes (in Rs.) | | | | | |
| 3 | <u>Any other charges (Rs.), if any, please specify (like installation, delivery, labour charges etc.)</u> | | | | | |
| 4 | <u>Total amount including taxes and all charges in figures (in Rs.)</u> | | | | | |
| 5 | <u>Total amount including all charges in words (in Rupees)</u> | | | | | |

Note: :i. Price quoted should be inclusive of delivery, installation, & all other additional charges
ii. If rates quoted are inclusive of tax, then specify the percentage of tax.

Signature & Stamp of the Bidder

Date:



Vendor Information Form

Note: Bidders are requested to furnish the following information and enclose along with quotation.

| | | | | |
|---|-------------------|-----------------------|----------------|----------------|
| Name & Address of the Company : | | | | |
| Name & Designation of the key person | | | | |
| Contact information | Mobile no: | Telephone No : | Fax No: | Email : |
| <u>Bank details</u> | | | | |
| Bank name | | | | |
| Beneficiary name | | | | |
| Bank address | | | | |
| Bank account no | | | | |
| IFSC code | | | | |
| PAN No. | | | | |
| Service tax no. | | | | |

Signature & Stamp of the Bidder

Date:

