

**No: I-14012/1/2015DM- Part (1) Mktg**

**Date: 03/01/2017**

**Tender Document**

The Coir Board, MG Road, Kochi invites sealed tenders for the supply of different types of Coir products intended for displaying in its Showroom and Sales Depots.

Last date and time for receipt of completed Tender : Till 14.30 hrs on 20.01.2017.

Date of opening of Tender : 15.00 hrs on 20.01.2017.

Tender forms (financial bid) can be downloaded from the Board's website:  
[www.coirboard.gov.in](http://www.coirboard.gov.in).

**1. Submission of the Bid**

(i) The bid shall be written in English only.

(ii) The Tenderer shall submit Price Bid in sealed cover superscribing “Tenders for supply of Coir Products”. The envelopes shall be addressed to **The Secretary, Coir Board, Coir House, MG Road, Pallimukku, Cochin - 682 016.**

**2. Specifications of items required and Quantity to be supplied.** The specifications of the products and quantity to be supplied are indicated under given below. It is not essential that the bidder should quote for all items.

**3. Format of the financial bid:** The financial bid shall be submitted in the following format only.

Sl. No	Item	Qty	Rate per Unit	Tax @	Any other Charges	Total Amt. per Unit	Amt for the total Quantity	Total Amount in words
<b>COIR DOOR MATS</b>								
1	FM-2 Inlaid/Fancy 14” x 24”	130pcs						
2	FM-2 Inlaid/fancy 16” x 27”	130pcs						
3	FM-2 Inlaid/fancy 18” x 30”	130pcs						
4	FM-2 Bleached fancy 18” x 36”	130pcs						
5	BC-1 Creel Bleached fancy	130pcs						
6	VC-8 Jaspe 18” x 30”	130pcs						
7	RBTM 11” x 30”	130pcs						
8	RBTM 14” x 24”	130pcs						

9	Coir Tiles Natural 45x 45cm	130pcs						
10	Coir Tiles Bleach 45 x 45cm	130pcs						
11	Coir Tiles Red 45 x45cm	130pcs						
12	Corridor Mat 16'' x 27''	130pcs						
13	LKR/Rope Mat Oblong 16'' x 27''	130pcs						
14	Mesh Mat 18'' x 30''	130pcs						
15	Loop Mat 16'' x 27''	130pcs						
16	Sinnet Mat 16'' x 27''	130pcs						
17	PVC tufted Natural Stencilled Mat 30 x 90cm	130pcs						
18	PVC tufted Natural Stencilled Mat 40 x 70cm	130pcs						
19	PVC tufted Bleach Stencilled Mat 40 x 70cm	130pcs						
20	PVC tufted Bleach Stencilled Mat 40 x 60cm	130pcs						
21	PVC tufted Bleach Stencilled Mat 45 x 75cm	130pcs						
22	Rubber Backed Matting Mat 40 x 60cm	130pcs						
23	Coir Bath Mat							
<b>COIR GARDEN ARTICLES</b>								

24	Hanging Basket with net 10''	130pcs						
25	Metal Holder Hanging 10''	130pcs						
26	Wall Basket 12'' half with Net	130pcs						
27	Metal Holder 12'' (half)	130pcs						
28	Fibre Pot 15cm	130pcs						
29	Fibre Pot 25cm with net	130pcs						
30	Metal Holder 25cm pot	130pcs						
31	Plant Climber 80cm	130pcs						
32	Deer Small	130pcs						
<b>COIR CARPETS</b>								
33	Coir Mourzouk carpet size 6' x 3'	130pcs						
<b>COIR PITH PRODUCTS</b>								
34	C-Pom 2kg pkt	130pkt						
35	C-Pom 5kg Pkt	130pkt						
36	Coir pith Block 650gms	130nos						
37	Coir pith Block 5kg	130nos						
38	Coir Pith Grow bag	130nos						
39	Seeding Cup/Nursery pot	130nos						
40	Coir Pole	130nos						

41	Coir Disc	130nos						
<b>COIR GEO TEXTILES</b>								
42	H2 M5 (2mtr x 2mtr) 700gsm	130pcs						
43	H2 M6 ( 2mtr x 2mtr) 400gsm	130pcs						
<b>COIR MATTINGS</b>								
44	(P4A7) 102-A Natural - Power loom Matting -100cm width – 2 mtr length with webbing	130pcs						
45	(P4A7) 103-A Red - Power loom Matting -100cm width – 2 mtr length with webbing	130pcs						
46	(P4A7) 104-A Red&Black - Power loom Matting -90cm width – 2 mtr length with webbing	130pcs						
47	(KA7)SK-1Natural Brown Bleach Jaspe-100cm width- 2 mtr length with webbing	130pcs						
48	KA7)SK-1Red Bleach Stripe-100cm width- 2 mtr length with webbing	130pcs						
49	(KA8)SK-8 Natural -120cm width- 2 mtr length with webbing	130pcs						
50	Saloon Matting 90cm width – 2 mtr length	130pcs						
<b>COIR JEWELLERY</b>								

51	Coir Jewellery Box including Coir Fancy Chain, Bangle, Stud, Ring,	130nos						
<b>COIR HANDICRAFTS</b>								
52	Elephant Big	130nos						
53	Elephant Small	130nos						
54	Horse Big	130nos						
55	Horse Small	130nos						
56	Camel Small	130nos						
57	Giraffe Small	130nos						
58	Coconut Tree	130nos						
59	Bird Nest Small	130nos						
60	Bird Nest Medium	130nos						
61	Bird Nest Large	130nos						
<b>COIR YARN</b>								
62	Anjengo Coir Yarn ½ kg each tied in proper uniform.	130 nos						
63	Vycome Coir Yarn ½ kg each tied in proper uniform	130nos						
64	Aratory Coir Yarn ½ kg each tied in proper uniform	130nos						
<b>COIR RUGS</b>								

65	Coir Rugs 55cm x 110cm							
66	Coir Rugs 80cm x 160cm							
<b>COIR BLENDED PRODUCTS</b>								
67	Coir Chappals size 8"							
68	Coir Seminar Bags							

**4. Security Deposit (if asked for):** Successful Bidders have to deposit the Security Deposit if specifically required by Coir Board in the form of Demand draft drawn in favour of **“The Secretary, Coir Board” payable at Kochi.**

**5. General Terms & Conditions of the tender**

The following terms & conditions shall apply in connection with the supply of the item.

- a) Coir Board reserves the right to withdraw the Invitation and change or vary any part thereof at any stage, if it determines that such action is in the best interests of the Board.
- b) Coir Board also reserves the right to disqualify any bidder, at any stage of the selection process if found necessary in the interest of the organisation.
- c) Timing and sequence of supply of goods resulting from this Invitation shall ultimately be determined by Coir Board.
- d) The bidders shall have no claims whatsoever against Coir Board arising out of, or relating to this Invitation of Bids or these procedures (other than those arising under a definitive supply agreement with the bidder in accordance with the terms thereof).

- e) Bidders who are found to canvass, influence or attempt to influence in any manner the qualification or selection process shall be disqualified from the process at any stage.
- f) By submitting a proposal, each bidder shall be deemed to have acknowledged that it has carefully read all the terms & conditions and accepted the same and the bidder have to sign every page of the bid document.
- g) The bidders' proposals in the bid document will be evaluated as per the requirements specified in the Invitation of Bids and adopting the qualification criteria Coir Mark/BI standards for the products.
- h) Coir Board reserves the right to short list the parties responding to this notice on the basis of the quality inspections to be done at the suppliers premises or at the Board's office nearer to the supplier. Submission of more than one bid by the same party will be a disqualification. Bids submitted through email, fax etc will not be entertained.
- i) The rates quoted should be all inclusive and price bids with conditional discounts will not be entertained. The price quote should be expressed in words and figures. Correction/overwriting etc. have to be avoided.
- j) Deduction of taxes/levies as applicable from time to time will be made at source by the Board while releasing payment.
- k) Delivery of the item (s) in the office of the Board nearest to the supplier shall be arranged by the supplier at their own cost.
- l) The firm may be blacklisted for further business with Coir Board owing to non adherence of quality, quantity etc of the goods and timely service.
- m) If there is any damage during transportation, the same would be borne by the supplier. The damaged item should be replaced by the supplier.
- n) The Coir Board, also reserves the right to place the order in installments.



- o) The successful tenderer should supply the items within 15 days from the date of placing the supply order.
- p) The tender should be valid till the placement of final supply order and supply of goods in good condition.
- q) Coir Board reserves the right to accept or reject any or all the bids either in full or in part without assigning any reason whatsoever.

**Dispute Redressal**

All disputes, differences and questions arising out of the Tender Process shall be referred to the sole arbitrator appointed by the Coir Board, Head Office, Cochin. The arbitrator shall be entitled to extend the time of arbitration proceedings with consent of the parties. The award of the arbitration shall be binding on both the parties.

Secretary, Coir Board

**Name of the Firm** :

**Name & Designation of the contact person** :

**Mobile No** :

**Phone No** :

**e-mail** :

**Address** :

Signature of the Party with Seal