

**COIR BOARD**  
**CENTRAL COIR RESEARCH INSTITUTE**  
**KALAVOOR P.O, ALAPPUZHA**  
**(Ministry of Micro, Small and Medium Enterprises, Govt. of India)**

TENDER NOTICE

No.CCRI/2017/SP/4/10

Date:21.03.2017

Sealed tenders in two cover system and in the prescribed format are invited by the Director, RDTE, Central Coir Research Institute, Coir Board, Kalavoor P.O, Alappuzha - 688 522 from the suppliers for the supply of Sorghum for CCRI.

Sl.No.	Description	Qty.
1.	Sorghum (Mallicholam)	10 tonne

The tender form can be downloaded from the website of the Board [www.coirboard.gov.in](http://www.coirboard.gov.in) or from the Office of the Director, RDTE, Central Coir Research Institute, Kalavoor-688 522, Alleppey, Kerala, PhoneNo.0477-2258094, 2258480

The last date for issue of tender documents is 10.00 hrs on 20<sup>th</sup> April, 2017 Tenders in sealed cover with EMD **Rs.8,750/-**(along with the technical bid of the tender) in the form of DD drawn in favour of **"The Secretary, Coir Board" Alappuzha** payable at any Nationalized bank branch in Ernakulum or Bank Guarantee equivalent to the EMD amount will be received by the Director, RDTE, Central Coir Research Institute, Coir Board, Kalavoor up to 15.00 hrs. on 12<sup>th</sup> April, 2017.

**Pre-Bid Meeting will be convened on 19<sup>th</sup> April, 2017 at 11.00 a.m at Central Coir Research Institute, Kalavoor, Alappuzha-688522(clarification if any needed).**

The Secretary, Coir Board, Kochi reserves the right to reject any or all tenders without assigning any reason whatsoever. For any clarification contact Central Coir Research Institute, Kalavoor-688 522, Alleppey, Kerala State, India PhoneNo.0477- 2258480, 2258094.-16. Ph.No.0484-2351788, 2351807.

  
DIRECTOR, RDTE  
Central Coir Research Institute,  
Kalavoor

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**TENDER SCHEDULE**

From

The Director, RDTE,  
Central Coir Research Institute (CCRI),  
Coir Board, Kalavoor P.O,  
Alappuzha -688 522

To

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The Central Coir Research Institute, Kalavoor invited sealed tenders for the **supply of Sorghum for CCRI.**

Due date and time for issue of the tender	: Till 10.00 hrs. on 20 <sup>th</sup> April, 2017
Due date and time for pre-bid conference	: 11.00 hrs. on 19 <sup>th</sup> April, 2017
Due date and time for receipt of completed tender	: Till 15.00 hrs. on 20 <sup>th</sup> April, 2017
Due date for opening of Tender Technical Bid (First stage)	: 15.30 hrs. on 20 <sup>th</sup> April, 2017
Due date for opening of Tender Commercial Bid (Price Bid) second stage	: After finalization of first stage Tender

- N.B:
1. Tenders received after the due date and time will not be accepted under any circumstances.
  2. In case the above tender opening date happens to be a declared holiday, the tender shall be opened on the next working date at the same time.
1. Tender should be submitted to the Director, Central Coir Research institute, Kalavoor, Alappuzha-688 522.
    - 1-1 The Secretary, Coir Board reserves the right to accept or reject any tender without assigning any reason whatsoever
    - 1-2 Tenderer has to abide by the instructions, terms and conditions and specifications contained in the Tender document. Failure to furnish all information required in the Tender document or submission of a Tender not substantially responsive to the Tender document in any respect will be at the Tenderer's risk and may result in the rejection of his Tender.
    - 1-3 This Tender document is not transferable. Not more than one Tender against this Tender document shall be submitted. This will be the case even if they represent two principles as their agents/representative.

## 2. PREPARATION OF TENDER

### Language of Tender

Tender prepared by Tenderers and all correspondence and documents relating to the Tender exchanged by Tenderer shall be in English. If any printed literature in any other language is furnished it shall be accompanied by an English translation, for the purpose of interpretation of tender the English translation shall govern. All particulars shall be legible, type written or printed.

## 3. DOCUMENTS COMPRISING TENDER

This Tender consists of two parts - Technical Bid (First Stage) and Commercial Bid or Price Bid (Second stage).

### a) Technical Bid (First Stage) :

The technical bid prepared by Tenderers shall be labeled "FIRST STAGE TENDER". It shall contain 2 parts. 'A' part and B' part. The 'A' part is pertaining to the details of the Supplier. The 'B' part is pertaining to the details of the Sorghum with complete description and services the Tenderer intends to provide and shall comprise the following:

The format of the technical bid is given in ANNEXURE-1

- b. Documentary evidence to tenderer's qualification to perform the contract if his tender is accepted, which shall establish to the satisfaction that: the tenderer has the financial, technical and production capacity necessary to perform the contract and in particular, has the experience of having supplied sufficient quantity of Sorghum having the same like specifications and of the same or higher capacities.
- c. **50gms sample of Sorghum (first quality)** should be submitted along with the technical bid for reference.
- d. Earnest Money Deposit @ ₹ 8,750/- per tender should be enclosed in the form of D.D. drawn in favour of The Secretary, Coir Board, Kochi taken from any of the Nationalized Bank payable at Ernakulam or Bank Guarantee equivalent to the EMD amount.
- e. Tenderer shall furnish with the Tender, along with his PAN and the Sales Tax Registration Number of both Central and State with validity period.

## 4. **Commercial bid or Price bid (Second Stage):**

The second stage tender covers the price aspect of the Sorghum. The price of the Sorghum should be inclusive of transportation, and all type of taxes if any. The format of the commercial bid is given in Annexure-3. The prices should be for "F.O.R. SITE" at CCRI, Kalavoor P.O, Alappuzha-6885 522.

## 5. **Tender Form**

- 5-1 As part of his First Stage Tender, - Technical Bid, Tenderer shall submit the Tender Form in the format furnished in the Tender Document, a detailed description of furniture with technical specification with quality and production capacity. NO PRICE SHALL BE OFFERED IN THE TENDER FORM IN TECHNICAL BID.
- 5-2 'B' part of the Technical bid should be furnished for Sorghum
- 5-3 As part of his Second Stage Tender (Price Bid) Tenderer shall submit the Tender Form, as per format (Price schedule) furnished in the Tender Document duly completed in all respects, which will include the unit price/total price for Sorghum.

