

MMTC LIMITED
(DELHI REGIONAL OFFICE)
F-8-11, FLATTED FACTORIES COMPLEX,
RANI JHANSI ROAD, JHANDEWALAN,
NEW DELHI – 110 055.
TEL: 011-23557462

TENDER NO.MMTC/DRO/ADMN/CARRY BAGS/2015-16 Dated 05.03.2015

Bid Submission Start Date & Time: 10.03.2015 (1000 hours)
Bid Submission Closing Date & Time: 18.03.2015 (1700 hours)
Bid Opening Date & Time: 19.03.2015 (1030 hours)

OPEN TENDER FOR TECHNO-COMMERCIAL BID FOR SUPPLY OF
PAPER CARRY BAGS FOR MMTC'S BRAND OF SILVERWARE "SANCHI"

Techno-Commercial Bids in respect of above Open Tender are invited for supply of paper carry bags of MMTC's brand of silverware "SANCHI" based on designs of existing carry bags. The detailed terms & conditions of the tender are as under :-

- 1. PRODUCT :** The paper carry bags' quality should be strictly in paper of 190 GSM off-white quality (ITC imported artcard of triplex quality paper) with single colour base (blue base with leaf printing). The design has to be strictly as per our sample which can be seen at our office of MMTC Limited, Delhi Regional Office, F 8-11, Flatted Factories Complex, Rani Jhansi Road, Jhandewalan, New Delhi – 110 055 or MMTC Showroom Sale Counter at Core-1, SCOPE Complex, Lodhi Road, New Delhi – 110 003 in the existing five different sizes.
- 2. SIZE, QUALITY & PRICE :** The following immediate quantities of paper carry bags are required. The interested suppliers are requested to submit the quotation on techno-commercial basis as per the application form enclosed for supply of paper carry bags as per the size & quality mentioned below. Applicable VAT would be extra. The carry bags should have the soft cotton thread (white colour) cords with top and bottom reinforced and metallic clip/binder.

Sl. No.	Description/Size of bags	Quantity (Pcs.)
1.	8"x8.5"x3" (Small)	40,000
2.	8"x11"x2.5" (Medium-I)	26,000
3.	11"x15"x4" (Medium-II)	35,000
4.	17.5"x14"x6" (Large)	12,000
5.	12.5"x20.5"x9" (Extra Large)	4,000

The above bags may be supplied in lots as per MMTC delivery schedule.

3. The complete delivery of the above carry bags ordered should be delivered in neatly packed condition in lots as per MMTC's schedule mentioned below :-

Sl. No.	Delivery Date (on or before)	Small	Medium-I	Medium-II	Large	Extra Large
1.	Within 15/4/2015	20,000	14,000	16,000	6,000	2,000
2.	Within 30/4/2015	20,000	12,000	19,000	6,000	2,000

4. **REJECTION:** Defective and rejected carry bags out of the quantity ordered shall have to be replaced by supplier on immediate basis at their cost.

5. **VALIDITY OF THE RATES:** The rates contracted above shall be valid initially for one year from the date of issue of the order to the prospective supplier. MMTC reserves the right to place future orders, as and when required, at the same rates within the validity period of rates and extend for further period as mutually agreed.

6. **PAYMENT:** Payment shall be released to the supplier against their Tax Invoice. In case the quality of paper carry bags of the supplier does not conform to MMTC's specifications, payment shall be released only after the bags have been replaced.

7. **DELAY PENALTY:** If there is any delay in supply of the carry bags as per our specified schedule then a penalty of Rs. 1000/- per day shall be levied subject to maximum of 5% of the total contract value which shall be charged/deducted at the time of final settlement of bills.

8. **TIN NO./APPLIED FOR TIN NO.:** Only those parties having TIN No./Applied for TIN No. are eligible to participate in the said Tender. Necessary documents have to be furnished along with the quotation.

9. MMTC reserves the right to accept or reject the technical and price bid without indicating the reason whatsoever to the bidder.

10. **EMD of Rs. 50,000/- (Rupees Fifty Thousand only)** by Pay Order/Drafts issued by scheduled Bank in favour of MMTC Limited shall have to be submitted along with this tender/quotation. The unsuccessful bidders would be refunded the same within one week of finalisation of the order.

11. The technical bid as per the application form along with samples in sealed envelopes and price bid in sealed envelope as per the application form addressed to MMTC Limited, Delhi Regional Office, F-8-11, Flatted Factories Complex, Rani Jhansi Road, Jhandewalan, New Delhi – 110 055 separately each should be dropped in the prescribed Tender Box by 1700 hrs. on 18.03.2015 at MMTC Limited, Delhi Regional Office, F-8-11, Flatted Factories Complex, Rani Jhansi Road, Jhandewalan, New Delhi – 110 055.

STRICTLY ON APPLICANTS' LETTER HEAD

(TECHNICAL BID)

Dated_____ 2015

To :
The Manager (Admn),
MMTC Limited,
Delhi Regional Office,
F-8-11, Flatted Factories Complex,
Rani Jhansi Road, Jhandewalan,
NEW DELHI – 110 055.

SUB : Tender/Technical Bid for supply of Paper Carry Bags for MMTC's brand of silverware "SANCHI"

Dear Sir,

Reference your letter No.MMTC/DRO/Admn/Carry Bags dt. 05.03.2015 for paper Carry Bags. We are pleased to submit our technical bid as under :-

Sl.No.	Description/Size of Bags	Quality of paper	Colour/Logo Address and Leaf Printing	Accessories
1.	8"x8.5"x3" (Small)	TETRAPECK paper of 190 GSM (ITC/ Imported Artcard of Triplex quality paper) with single colour base (Blue base with leaf printing) on the design as per sample provided by MMTC	As per sample provided by MMTC	Soft cotton thread cords with top and bottom reinforced in metallic binder
2.	8"x11"x2.5" (Medium-I)	-Do -	-Do-	-Do-
3.	11"x15"x4" (Medium-II)	-Do -	-Do-	-Do-
4.	17.5"x14"x6" (Large)	-Do -	-Do-	-Do-

5.	12.5"x20.5"x9" (Extra Large)	-Do-	-Do-	-D0-
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2. We agree to abide by all terms and conditions as laid down in MMTC Limited's Tender No. MMTC/DRO/ADMN/CARRYBAGS/2015-16 dated 05.03.2015.

3. Please find enclosed Pay Order/ Demand Draft No. _____ dated _____ for Rs. 50,000-/ (Rupees Fifty Thousand only) as EMD.

4. Our TIN No. is _____ (copy enclosed)

We are submitting the five samples signed by our authorized representative with seal of the Company in a sealed cover.

Thanking You,

Yours faithfully,

(Name _____)

Designation _____)

Enclosed: 1. Pay Order/Demand Draft
2. Copy of our TIN
3. As mentioned above

STRICTLY ON APPLICANTS' LETTER HEAD

(COMMERCIAL BID)

Dated _____ 2015

To:
The Manager (Admn),
MMTC Limited,
Delhi Regional Office,
F-8-11, Flatted Factories Complex,
Rani Jhansi Road, Jhandewalan,
NEW DELHI – 110 055

SUB : Tender/Price Quotation for supply of Paper Carry Bags for MMTC's brand of silverware "SANCHI".

Dear Sir,

Reference your Tender MMTC/DRO/Admn/CARRY BAGS/2015-16 dated 05.03.2015 for paper Carry Bags. We hereby submit our price bid :-

Sl. No.	Description/Size of Bags	Quantity	Rate per piece Excluding VAT (Rs.)
1.	8"x8.5"x3" (Small)		
2.	8"x11"x2.5" (Medium-I)		
3.	11"x15"x4" (Medium-II)		
4.	17.5"x14"x6" (Large)		
5.	12.5"x20.5"x9" (Extra Large)		

1. We agree to abide by all terms and conditions as laid down in MMTC's Tender No. MMTC/DRO/ADMN/CARRYBAGS/2015-16 dated 05.03.2015.

2. Our TIN No. _____ (copy enclosed).

Thanking You,

Yours faithfully

Name _____

Designation _____)

Enclosed: As above