

**CENTRE FOR DEVELOPMENT OF IMAGING TECHNOLOGY (C-DIT)**  
Chitranjali Hills, Thiruvallam, Thiruvananthapuram-27  
Phone: 0471-2380910, 912

No.C-DIT/EGID/MVD-RC/2020-21/T242

Date: 08.03.2021

**TENDER NOTICE**  
**SUPPLY OF LAMINATION POUCHES**

Sealed tenders are invited for the supply of Lamination pouches. The envelopes containing the tender should bear the superscription “*Tender for the supply of Lamination pouches* “ and should be addressed to The Registrar, Centre for Development of Imaging Technology (C-DIT), Chitranjali Hills, Thiruvallam, Thiruvananthapuram 695027. Intending tenderers may submit the tenders on their own papers by post/hand. Last date for receipt of tenders is **15.03.2021 3.00 PM**. Late tenders will not be accepted. The tenders will be opened at **3.30 PM on 15.03.2021** in C-DIT office in the presence of the tenderers or their authorized representatives who may be present at that time. Details of the requirements and the conditions governing the supply can be downloaded from our website [www.cdit.org](http://www.cdit.org)

Thiruvananthapuram  
08.03.2021

Sd/-  
REGISTRAR

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**TENDER FOR THE SUPPLY OF LAMINATION POUCHES**

**Requirement:**

**SPECIFICATION**

Sl No	Description	Quantity
1	<b>A5 Lamination pouches of thickness 250 microns both sides, size 85 mm x 120 mm</b> (One Pouch = Two sheets of 250 micron film sealed/fused on one short side)	4 Lakh

**GENERAL TERMS AND CONDITIONS**

1. This Tender is invited for the "**supply of Lamination pouches**" as per the tender specification.
2. **ELIGIBILITY CRITERIA OF TENDERER**  
To qualify for award of the work, the intending bidder must be regular supplier/prime contractor of the quoted items with prior experience in supplying same or similar supply orders at least to two clients in the last two years, with total value not less than 5 Lakh.
3. The bidders will be responsible for effecting supply to the entire satisfaction of the undersigned or his authorized representatives. In case any defect in the item supplied is noticed, such item will be rejected at the risk and cost of the Supplier.
4. **The bidder must have a currently valid GST registration certificate and PAN number.**
5. The undersigned does not bind himself to accept the lowest tender and reserve himself the rights of accepting the whole or any part of the tender and the bidder shall be bound to supply the accepted item at the rates quoted. C-DIT reserve the right to split the quantity of items to be supplied among one or more bidders, at the sole discretion.
6. No advance payment will be made against supplies.
7. **The rate quoted by the bidder shall be inclusive of all applicable taxes, transportation charges and unloading at site. Delivery shall be done at the location(s) inside Kerala as specified by C-DIT . Rates quoted by the bidder shall be valid for a period of six months from the date of opening of the tender.**
8. **Sample of the pouches must also be sent along with the sealed tender.**

9. The tendered rate shall remain firm and free from variation due to rise in the cost of materials/equipment, labour or any other reasons whatsoever during the delivery period.
10. Delivery period shall be specifically indicated in the tender and strictly adhered to. The supply shall be arranged within **10 days** on receipt of the firm order. In case the bidder became unable to supply within the time limit prescribed by C-DIT, the supply order is likely to be cancelled and the item will be arranged by C-DIT from elsewhere and the earnest money deposit collected from the bidder will be forfeited.
11. **The rate should be quoted for the unit shown in the list and tenders which do not indicate this essential information will not be considered.**
12. **Bid format is provided along with the document. The supplier shall submit the price offers in the specified format.**
13. The rate quoted for material shall be firm and no enhancement will be allowed under any circumstances.
14. If the bidder furnishes wrong and/or misleading data, statement(s) etc. about technical acceptability of the goods and services offered by it, its tender will be liable to be ignored and rejected in addition to other remedies available to the purchaser in this regard.
15. Inspection: Random Inspection and quality checking of the supplies shall be made and in case of defect, the whole lot is liable to be rejected and replacement shall be provided with materials of acceptable quality.
16. Bidder/Contractor shall comply with all the provisions of related labour legislation of the State/Central Government or any competent authority as applicable in respect of all workmen/persons employed by him in executing the contract.
17. Any dispute / differences between the parties arising out of and in connection with the contract shall be settled amicably by mutual negotiations. Unresolved disputes/ differences, if any, shall be settled by Arbitration and the arbitration proceedings shall be conducted at Thiruvananthapuram (India) in English language, under the Indian Arbitration and Conciliation Act(Amended), 2013. Unsettled disputes will be referred to courts and courts in Thiruvananthapuram/ Kerala will have exclusive jurisdiction over the same.
18. C-DIT reserve the right to cancel any or all tenders without assigning any reasons whatsoever
19. **The bidder shall submit EMD of Rs. 10,000/- ( Rupees Ten Thousand only) along with the tender in the form of Demand draft drawn in favour of Registrar, C-DIT payable at Thiruvananthapuram.**
20. Agreement: The Successful bidder within 7 days of getting confirmed work order has to enter an agreement with C-DIT in Rs.200 worth non judicial stamp paper.

**21. PAYMENT TERMS**

95% of the total amount will be released at the agreed rates for the total quantity of supply completed. Balance 5% will be released after verification of quality and quantity, within one month of delivery

- 22. Authority:** The authority for the acceptance of the tenders rests exclusively with the C-DIT. C-DIT does not undertake to accept the lowest or any particular tender or to assign any reason whatsoever for the rejection of any tender.

**23. The last date for submission of tender 15.03.2021 at 3.00 PM.**

**The tender will be opened on the same day at 3.30 PM**

- 24.** At any time prior to the deadline for submission of tenders, the C-DIT may, for any reason deemed fit by it, modify/amend the tender documents by issuing suitable amendment(s)/ corrigendum's to it. Corrigendum to this tender shall be published in the site [www.cdit.org](http://www.cdit.org). Prospective bidders are advised to regularly visit the website: [www.cdit.org](http://www.cdit.org) to keep track of corrigendum, if any.

**25. In case of doubt:**

If the bidder has any doubt on technical specifications or on terms & conditions stipulated above, please contact in Mobile Number: **8138914651**

Sd/  
REGISTRAR, C-DIT  
Dated 08.03.2021



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**TENDER FOR THE SUPPLY OF LAMINATION POUCHES**

**Commercial Bid**

<b>Sl No</b>	<b>Description</b>	<b>Quantity (in Nos)</b>	<b>Unit rate</b>	<b>GST %</b>	<b>Amount (including GST)</b>
1	<b>A5 Lamination pouches of thickness 250 microns both sides, size 85 mm x 120 mm</b> (One Pouch = Two sheets of 250 micron film sealed/fused on one short side)	4 Lakh			

**Bidder Name:**

**Address:**

**Signature**

**Date**

**Office Seal**