

**E-TENDER NOTICE**

(ONLY THROUGH ELECTRONIC TENDERING SYSTEM)

**THE KERALA STATE CO-OPERATIVE CONSUMER'S FEDERATION  
LTD**

**GANDHINAGAR, KOCHI-682 020**

PHONE : 0484-2203507,2203652,

E-Mail: econsumerfednbs@gmail.com

Website: [www.consumerfed.net](http://www.consumerfed.net)

**E-TENDER FOR SUPPLY OF PAPER (REEL & SHEET), BOARD/ WRAPPER,  
BOARD /WRAPPER PRINTING FOR PRODUCING TRIVENI NOTE BOOKS FOR  
2024 SEASON**

CFED/NBD/9/OCTOBER/2023-24

13.10.2023

The Consumerfed proposes to purchase the paper, wrapper, wrapper printing for Notebook manufacturing through E-tender up to **27.10.2023, 2.00 P.M** and will be opened on **27.10.2023, 3.00 P.M.** E-Tender Notice and Terms & Conditions will be available in [www.consumerfed.net](http://www.consumerfed.net) or [www.tenderwizard.com/CFED](http://www.tenderwizard.com/CFED). Suppliers those who are possessing digital signatures only will be permitted to participate in the E-Tender. **E.M.D, 1% of the Estimated PAC (Probable Amount of Contract)** of each item for the supply of Paper, Board/Wrapper, Printing and Lamination of Note books Board/Wrappers by way of RTGS/NEFT or Demand Draft, Bank Guarantee, payable at Ernakulam and drawn in favour of "**Kerala State Co-operative Consumers' Federation Ltd**" must be reached at Consumerfed Head Office in a sealed cover with the **Tender number superscribed as EMD- NOTEBOOK E-TENDER CFED/NBD/9/OCTOBER/2023-24 on top of the cover along with Tender documents on or before 27.10.2023, 2.00 P.M.**

The sample sheet of each item of paper, Board/wrapper, Board/Wrapper printed cover in full size should be reached at Consumerfed Head Office in a sealed cover mentioning the Tender number superscribed on the top of the cover as **SAMPLES-NOTE BOOK E-TENDER CFED/NBD/9/OCTOBER/2023-2024 on or before 27.10.2023, 2.00 P.M.**

***E-Tender Submission End Date & Time : 27/10/2023, 2.00 P.M***

***E-Tender Opening Date & Time : 27/10/2023, 3.00 P.M***

THE KERALA STATE CO-OPERATIVE CONSUMERS' FEDERATION LTD reserves the right to accept/reject any tender without assigning any reason whatsoever.

**Managing Director**

Ernakulam  
13.10.2023

## **E-TENDER DOCUMENT**

**E-TENDER FOR SUPPLY OF PAPER (REEL & SHEET), BOARD/  
WRAPPER, BOARD/WRAPPER PRINTING FOR PRODUCING TRIVENI  
NOTE BOOKS FOR 2024 SEASON. (ONLY THROUGH ELECTRONIC  
TENDERING SYSTEM)**

**E-Tender No.CFED/NBD/9/OCTOBER/2023-24 dated 13.10.2023**

**THE KERALA STATE CO-OPERATIVE CONSUMERS' FEDERATION LTD**

**GANDHINAGAR, KOCHI-682 020**

**PHONE : 0484-2203507,2203652,**

**E-Mail: econsumerfednbs@gmail.com**

**Website: www.consumerfed.net**

E-Tender Notice and Terms & Conditions may be downloaded from  
**www.consumerfed.net** or [www.tenderwizard.com/CFED](http://www.tenderwizard.com/CFED).

***Tender Submission End Date* :27/10/2023, 2.00 P.M**

***E-Tender Opening Date & Time* :27/10/2023,3.00P.M**

E-Tenders are inviting from reputed paper, Board/Wrapper Manufacturing Units, A Grade mills & Printing Units. The bidder should have a minimum experience of **3 years** in the paper, Board/Wrapper Manufacturing & Printing field and should have supplied paper, Board/Wrapper and printed Board/Wrappers to large firms. The successful bidder shall supply the items within stipulated from the date of issuing purchase order and work order on their own expense and responsibility after getting the each confirmed order from Consumerfed head office, Ernakulam.

***Prices quoted should be inclusive of GST and all taxes, transportation, loading, door delivery at specified location in our purchase order, work order. The supply should be valid for 6 months from the date of agreement to be signed by the successful bidder on award of contract.***

The CONSUMERFED has the liberty to cancel the entire order without any prejudice if any deviation is seen in the quality of paper, quality of wrapper and quality of printing design, size, font etc. The CONSUMERFED has also the right to reject the item or to impose FINE to the satisfaction of the organization or CONSUMERFED as the case may be. A penalty of 1% shall be imposed for each week of delay in supply of the item.

Tender forms can be downloaded from website **www.consumerfed.net** or [www.tenderwizard.com/CFED](http://www.tenderwizard.com/CFED).

*The bidder shall remit the **Cost of Tender form** (non-refundable) **Rs.3540/- (3000+18% GST).***

***1% of the PAC (Probable Amount of Contract)** should be remitted as **EMD** online through **E-Tender** web site in the form of **Demand Draft,RTGS,NEFT, Bank Guarantee, drawn in favors of 'The Kerala State Co-operative consumers' Federation Limited', Kochi.** The remittance documentation of receipt must be enrolled with submitted tender documents before the last date and time.*

*A refundable **Security Deposit** of an amount of **1% of the value of the contract** will have to be remitted by the successful Bidder as **Security Deposit, ( DD, NEFT,RTGS, Bank Guanrantee)** it will be refunded to the bidder without any interest after the completion of the contract in all respects.*

THE KERALA STATE CO-OPERATIVE CONSUMERS' FEDERATION LTD reserves the right to accept/reject any tender without assigning any reason whatsoever.

Sd/-

**Managing Director**

**Seal and signature of the bidder**

## 1. Supply of Paper

SL NO.	ITEM	SIZE	GSM	TON
1	PAPER IN SHEET	80*65 CM	58	22
2	PAPER IN REEL	80 CM	58	79
3	PAPER IN SHEET	48.5*73 CM	58	80
4	PAPER IN REEL	48.5 CM	58	24
5	PAPER IN SHEET	60*85 CM	60	20
6	PAPER IN REEL	60 CM	60	14
<b>TOTAL</b>				<b>239</b>

## Paper Specifications

Sl.No	Parameters	Unit	Value
1	Substance GSM	GSM	58/60
2	Moisture	%	5.5 ± 0.5
3	Smoothness TW (Max)	ml/min	200
4	BW (Max)	ml/min	140
5	Cobb60(Max)	g/m2	25
6	Brightness (Min)	% ISO	88
7	Printing Opacity	%	84 - 94

## 2. Supply of Board / Wrapper

SL NO.	ITEM	SIZE	GSM	TON
1	White Superior Quality Duplex Board	81*67 CM	210	10.5
2	„	50*75 CM	230	11
3	„	62*87 CM	250	3.5
<b>TOTAL</b>				<b>25</b>

## 3. Printing of Board / Wrappers

SL NO.	ITEM NAME	SPECIFICATION	GSM	QUANTITY IN TON
1	Four Colour Glossy Printing&Lamination (8 Micron),Creasing and one colour printing in inner side	81x67 CM	210	10.5
2	Four Colour Glossy Printing&Lamination (8 Micron),Creasing and one colour printing in inner side	50X75 CM	230	11
3	Four Colour Glossy Printing&Lamination (8 Micron),Creasing and one colour printing in inner side	62X87 CM	250	3.5
<b>TOTAL</b>				<b>25</b>

**(QUANTITIES ARE TENTATIVE AND CAN VARY)**

**Seal and signature of the bidder**

**EMD - 1% of Estimated PAC (Probable Amount of Contract)**

**1.PAPER.**

SL NO.	ITEM	SIZE	GSM	QUANTITY IN TON	ESTIMATED PAC	EMD
						EMD(1% of Estimated PAC) (Probable Amount of Contract)
1	PAPER IN SHEET	80*65 CM	58	22	1,999,800.00	19,998.00
2	PAPER IN REEL	80 CM	58	79	7,097,000.00	70,970.00
3	PAPER IN SHEET	48.5*73 CM	58	80	7,272,000.00	72,720.00
4	PAPER IN REEL	48.5 CM	58	24	2,156,000.00	21,560.00
5	PAPER IN SHEET	60*85 CM	60	20	1,818,000.00	18,180.00
6	PAPER IN REEL	60 CM	60	14	1,257,200.00	12,572.00
<b>TOTAL</b>				<b>239</b>	<b>21,600,000.00</b>	<b>216,000.00</b>

**2.BOARD/WRAPPER.**

SL NO.	NAME OF ITEM	DB SIZE	GSM	QUANTITY IN TON	ESTIMATED PAC	EMD
						EMD(1% of Estimated PAC) (Probable Amount of Contract)
1	WHITE SUPERIOR QUALITY DUPLEX BOARD	81x67 CM	210	10.5	840,000.00	8,400.00
2	WHITE SUPERIOR QUALITY DUPLEX BOARD	50x75 CM	230	11	880,000.00	8,800.00
3	WHITE SUPERIOR QUALITY DUPLEX BOARD	62x87 CM	250	3.5	280,000.00	2,800.00
<b>TOTAL</b>				<b>25</b>	<b>2,000,000.00</b>	<b>20,000.00</b>

**3.BOARD / WRAPPER PRINTING**

WRAPPER PRINTING						
SL NO.	ITEM NAME	SPECIFICATION	GSM	QUANTITY IN TON	ESTIMATED PAC	EMD
						1% of Estimated PAC (Probable Amount of Contract)
1	Four colour, Glossy printing & lamination (8 micron) , Creasing and one colour printing in inner side .	81x67 CM	210	10.5	437,000.00	4,370.00
2	Four colour, Glossy printing & lamination (8 micron) , Creasing and one colour printing in inner side .	50x75 CM	230	11	440,000.00	4,400.00
3	Four colour, Glossy printing & lamination (8 micron) ,Creasing and one colour printing in inner side .	62x87 CM	250	3.5	123,000.00	1,230.00
				25	1,000,000.00	10,000.00

**Seal and signature of the bidder**

**TERMS & CONDITIONS TO TENDERERS IN E-TENDERING**  
**IN CONSUMERFED FOR E-Tender -No. CFED/NBD/9/OCTOBER/2023-24 Dated**  
**13.10.2023.**

1. Aspiring bidders/suppliers, who have not obtained the user ID & Password for participating in e tendering in Consumer fed, may now obtain by **giving the details in the website [www.tenderwizard.com/CFED](http://www.tenderwizard.com/CFED) through link "Register Me"**. Alternatively any person can send a request for user ID and password through letter/e-mail to Managing Director, Head Office, Ernakulam, CONSUMERFED.
2. Bidders/Suppliers can download the e-tender form (tender document) from following website [www.tenderwizard.com/CFED](http://www.tenderwizard.com/CFED).
3. Bidders/Suppliers can access e-tender form upto **27.10.2023, 2.00.P.M.**
4. Those who are not well versed with computers and e-tendering procedures can come to the Head Office on or before **26.10.2023** Head Office IT Section. All the required help will be provided for participating in the tender through electronic mode.
5. Last date for the submission of completed tender document in the E-Tender website is **2.00.P.M** on **27.10.2023**. All mandatory fields / spaces in the tender document or schedules should be filled up.
6. Bidders/Supplies can access tender documents on the website, fill them and submit the completed tender document into electronic tender box on the website itself. Bidders/suppliers should upload only the downloaded documents, without changing the name of the document. Making any modifications in the downloaded documents, except filling the required details, will lead to disqualify the supplier from the tender. The EMD details shall be filled and EMD as DD/NEFT/RTGS, Bank Guarantee before **2:00P.M, 27.10.2023**.
7. **Exception for Tender Fee & EMD , Security Deposit:**  
After verifying the submitted documets for exemption from the tender Fee, EMD, Security Deposit issued by Central Government / State Government of Kerala, the final decision may be taken by Consumerfed in all rights.
8. After loading and submitting the quote sheet, the bidder / supplier should delete the quote sheets from the computer used by them (in case of computers of internet café or if such common shared computers are used) and clear the Recycle bin, i.e. to avoid others to see the rates quoted by you.
9. EMD should be in the form of Demand Draft,RTGS,NEFT, Bank Guarantees drawn in favors of 'The Kerala State Co-operative consumer's Federation Limited', Kochi.
10. Vendors should strictly ensure to submit EMD before tender opening i.e. before **27.10.2023, 2.00 P.M.**
11. **Suppliers/vendors should Submit Samples of Quoted items so as to reach before 27.10.2023, 2.00 P.M. along with signed and sealed tender documents and required prequalification criteria documents in Consumerfed before the Managing Director, Consumerfed, Head office, Ernakulam.**
12. The Vendors are requested to fill on the Tender documents, Samples, all other documets to mention brand name, seal or Trademark name clearly in the respective bid sheets.

**Seal and signature of the bidder**

13. *If the Purchase Committee rejects the item sample of a brand or trademark submitted by the supplier that particular tenderer must be removed from the tender process without any further intimation.*
14. *Consumerfed authorities hold the right to attend before the Purchase committee with Samples, which is submitted of this tender.*
15. *TYPE OF DELIVERY: Net Weight Door Delivery at Stipulated Destinations.*
16. *PAYMENT CONDITIONS: 70% of the value of material would be released upon the receiving the material and satisfying the quality standards prescribed by Consumerfed and matching with the sample supplied by the supplier at the time of Purchase Committee. The balance 30% would be released within 45 days after distributing the material to our production unit after ensuring quality.*
17. *Any document submitted through post/courier/by hand is the risk and responsibility of the bidders/suppliers. (i.e., KSCCF Limited is not responsible for any delay/loss).*
18. *Corrigendum will be published in the website for all modifications/corrections, if any.*
19. *If any tenderer wants any clarification, help or assistance, they can contact Manager, NoteBook Division, Head Office, & Triveni Stationery Division, Kunnankulam, Thrissur, Consumerfed or by e-mail/letter or through phone: **0484-2203507, 2203652, 04885-226554, Mob: 8281898333, 9072220152, 9495422583.** A user's manual can also be sent by us on your request to any registered tenderer for additional help for participating in the e-tender.*
20. *An Authority headed by Managing Director have all rights to finally decide on all issues relating to any grievance of suppliers against the decision of stock accepting authority at Depot Level on matters relating to quality and quantity of supply.*
21. *The bidders are requested to quote for the same quality, quantity and supply at specified destinations, failing which the contract will be summarily rejected.*
22. *Suppliers must be produced lab test certificate and warranty certificate/both certificate copies are submitted along with bill to the concerned depot at delivery time if available & applicable.*
23. **Penalty for delay in supply:** *When the supply is after the schedule date as given in the **Purchase Order 0.5%** or above per day for the total value of delayed quantity will be penalized.*
24. **Storage charges** *on not accepted stock shall be **charged @Rs 50/- per Ton per day** until the period of removal from the date of intimation of non-acceptance.*
25. *A refundable **Security Deposit** of an amount of **1% of the value of the contract** will have to be remitted by the successful Bidder as Security Deposit in the form of **DD,NEFT,RTGS, Bank Guarante**, it will be refunded to the bidder without any interest after the completion of the contract in all respects.*

THE KERALA STATE CO-OPERATIVE CONSUMERS' FEDERATION LTD reserves the right to accept/reject any tender without assigning any reason whatsoever.

Sd/-  
**Managing Director**

**Seal and signature of the bidder**



## **GENERAL CONDITIONS**

E-Tenders are invited for the supply of the items as specified in the Schedule given below.

1. Tender forms can be obtained from web site [www.consumerfed.net](http://www.consumerfed.net) or [www.tenderwizard.com/CFED](http://www.tenderwizard.com/CFED).
2. The cost of tender form once paid will not be refunded.
3. Further clarification/corrigendum in this tender regard, if any, will be put up only on the above site. Bidders should regularly visit the above web site to keep themselves updated.
4. The eligible bidders must have GST registration and the quoted rates must be inclusive of all taxes, duties and cesses prevailing, also inclusive of, likely to be levying in future by the State Govt./Central Govt.
5. **Cost of tender form Rs.3,540/- (Rupees Three thousand five hundred and forty only) (3000+18 % GST), Non refundable.**
6. **EMD, 1% of the Estimated PAC must be remitted online through E-tender web site or Demand Draft, NEFT, RTGS, Bank Guarantee.**
7. Quantities are tentative and can vary.
8. If any bidder withdraws from his tender before the expiry of the period fixed for keeping the rates for acceptance, the earnest money if any, deposited by him will be forfeited or such action taken against him as consumerfed think fit.
9. The final acceptance of the tenders rests entirely with the consumerfed who do not bind themselves to accept the lowest or any tender. But the bidders on their part should be prepared to carry out such portion of the supplies included in their tenders as may be allotted to them.
10. Communication of acceptance of the tender normally constitutes a contract at the final stage. Nevertheless, the successful bidder shall also execute an agreement in required value of Stamp paper, for the due fulfilment of the contract within the specified period in the letter or e-mail intimated to you from Consumerfed.
11. The Bidder/supplier shall have to pay all stamp duty, lawyer's charges and other expenses incidental to the execution of the agreement.
12. (a) The successful bidder shall remitt a sum of equivalent to 1% of the value of the contract in the form of (Demand Draft/RTGS/NEFT/Bank Guarantee) before signing the agreement. This will be returned the expiry of the agreement period.

**Seal and signature of the bidder**



- (b) In cases where a successful bidder, after having made partial supplies fails to fulfill the contracts in full, all or any of the materials not supplied may at the discretion of the consumerfed, be purchased by means of another bidder or by negotiation or from the next higher bidder who had offered to supply already and the loss, if any, caused to the consumerfed shall thereby together with such sums as may be fixed by the consumerfed towards damages, be recovered from the defaulting bidder.
  - (c) Even in cases where no alternate purchases are arranged for the materials not supplied, the proportionate portion of the security deposit based on the cost of the materials not supplied at the rate shown in the tender of the defaulter shall be forfeited and balance alone shall be refunded
  - (d) If the contractor fails to deliver within the time/period(s) specified in the contract, the **consumerfed** shall without prejudice to its other remedies under the contract, deduct from the contract price as liquidated damages , a sum equivalent to **1%** of the delivered price of the delayed or unperformed services for each week of delay until actual delivery or performance , up to a maximum deduction of **10%** of the contract price of the delayed stores or services . Once the maximum is reached, the company may consider termination of the contract at the risk and cost of the contractor.
13. The bidders will be informed by mail about award of the contract. In addition, the bidders can see the award of the contract under "Tender Status" and also against results of the tender option in the web site .
  14. The bidder shall undertake to supply materials according to the standard sample and Specifications and should complete the supply **from the date of supply order after the approval of final proof approved by the consumerfed.**
  15. No representation for enhancement of rates once accepted will be considered.
  16. Bidder should accept to the penalty clause for forfeiture of security in the event of default in supplies or failure to supply within the stipulated period.
  17. **The prices quoted should be inclusive of GST and all taxes, duties, cesses prevailing and likely to be levied from the supplier in future by the State/Central Govt., which may become payable by the supplier in future as per such laws or rules of the contract.**

**Seal and signature of the bidder**

18. Bad/unused/defective items will be returned for replacement.
19. Design should be approved by the company before printing and the cost for Designings should be borne by the successful supplier.
20. **If the supply is delayed** beyond the period specified above, in the Consumerfed will have the liberty to either terminate the contract at the cost and risk of the contractor or deduct a sum **equivalent to 1% of the delivered price** of the delayed stores or unperformed services for each week of delay until actual delivery or performance, up to a **maximum deduction of 10% of the contract price** of the delayed stores or services.
21. Any deviation from the specification mentioned above, i.e. poor quality of work or material/printing/colourfade will attract imposition of penalty to the satisfaction of besides rejection of the item partly/entirely including forfeiture of security deposit, blacklist etc.
22. Tenderers should be prepared to accept orders subject to the penalty clause for forfeiture of security in the event of default in supplies or failure to supply within the stipulated period.
23. The successful bidder should also be prepared to supply additional Quantity at the same rate approved by the consumerfed, if requires.
24. Company reserves the rights to accept/reject any or all tenders.
25. The firm must have GST registration and bill must contain the GSTIN number of Consumerfed.
26. **Those bidders who have quoted for each item will be invited for negotiation and the qualified bidder after negotiation will be awarded the contract by the decision of purchase committee with the approval of Managing Director if required.**
27. Those who are interested to comply with the terms and conditions stated above need be applied/participated in this tender.
28. Special conditions, if any of the bidders attached with the tender will not be applicable to the contract unless they are expressly in writing is to be not acceptable.
29. **For items, contract shall be shared with one or more qualified bidders who are ready to accept the contract rate of the qualified bidder by the decision of purchase committee with the approval of Managing Director if required.**
30. Bid Prices:-Duly filled " BOQ " file should be uploaded in the e-tender website. The bidder shall indicate in the BOQ file the prices for the supply of required items and shall upload this filled up BOQ file in the e-tender website. No hard copies of BOQ file or Bid prices should be submitted to Consumerfed offices.
31. An Undertaking to the effect that the bidder / firm has not been black listed by any PSU or any other Government agencies or restricted by any regulatory authorities from offering such services or solutions to the clients. The tender will be rejected straight-way without assigning any reasons if the firm declared black listed by any Govt./Semi govt.department/agencies etc.
32. The Consumerfed has the right to increase or decrease quantities after awarding the bid.

**Seal and signature of the bidder**

33. **Signing of Contract:** -An agreement should be executed in the Kerala Stamp Paper worth as follows. '**One rupee for every 1000/- rupees** or part thereof on the amount agreed in the contract, subject to a minimum of rupees 200 and a maximum of rupees one lakh".
34. All payments shall be made from the Consumerfed Head Office.
35. Payment shall be made in Indian Rupees (INR) only.
36. The payment will be effected within **45 days** after the completion of entire supply and producing original Tax Invoices along with original delivery notes received from the distribution centre (with signature and office seal).
37. The bidder should submit hard copies of all the above **documents before 27.10.2023, 2.00 P.M.**

**Preparation of Bids :-Documents Comprising the Bids -Eligibility criteria.**

Pre-Qualification or Technical proposal shall contain the scanned copies of the following documents which every bidder has to upload:

- I. Sealed and signed copy of the Tender Document-1, and Notice Inviting Tender-1.
- II. Brief Company Profile in the letter head of the firm duly sealed and signed.
- III. Documents to prove 3 years experience in the field. (Sealed and signed copy of Balance Sheet or Audited Financial Statements and IT returns).
- IV. Proof of supply to Govt./Public Sector/Private Organizations/Banks during the last 3 years (Sealed and signed copy of supply order if available).
- V. Sealed and signed copy of GST registration of the firm.
- VI. Copy of PAN card of the firm duly sealed and signed.

**The Consumerfed doesn't take any responsibility for any technical snag or failure that has taken place during document upload.**

**Seal and signature of the bidder**

**Specific conditions:-**

- Bidders may quote for all the items or selected ones.
- EMD as specified should be remitted.
- Contract would be awarded to qualified suppliers.
- Amount should be quoted only in the prescribed “BOQ” file in the website and not to be mentioned in this tender document or hard copy.

**THE KERALA STATE CO-OPERATIVE CONSUMER'S FEDERATION LTD reserves the right to accept/reject any tender without assigning any reason whatsoever.**

**Sd/-  
Managing Director**

**Seal and signature of the bidder**

**BANK ACCOUNT DETAILS FOR REMITTING TENDER FEE,  
EMD, SECURITY DEPOSIT :-**

**Account Name : K S C C F LTD**

**Bank Name : Kerala Bank**

**Branch : Main Branch Ernakulam**

**Account Number : 140866003000064**

**IFSC : KSBK0001408**

**Sd/-  
Managing Director**

***(letter head)***

**Seal and signature of the bidder**

To

**Managing Director  
Kerala State Cooperative Consumers' Federation Ltd.  
Ernakulam.**

Sir,

I/We hereby tender to supply, under the annexed conditions of contract; the whole of the items referred to and described in the attached specification and schedule, or any portion thereof, as may be decided by Consumerfed, at the rates quoted against each item. The items will be delivered within the time and at the places specified in the schedule.

I/We/am/are remitting/have separately remitted the required amount of Rs.....  
.....as tender fee and  
Rs.....  
..... as earnest money.

Yours faithfully,

Signature.....  
Name.....  
Address.....  
.....  
.....  
Phone No.....  
Fax No.....  
Email .....

GST No.....  
Date.....

**Seal and signature of the bidder**