

**TAMIL NADU KHADI AND VILLAGE INDUSTRIES BOARD  
"KURALAGAM BUILDINGS" CHENNAI.104.**

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**PART A**

**TECHNICAL BID – COVER – A – SOAP CARTON BOXES**

**Preamble of Tender**

Tamil Nadu Khadi and Village Industries Board has proposed to purchase Soap Carton Boxes (100gm and 75gm) required for its Bathing soap manufacturing units situated throughout Tamil Nadu on fixed rate contract.

Tamil Nadu Khadi and Village Industries Board intends to invite separate tender form for the purchase of the Bathing Soap Noodles (80:20) and Soap Carton Boxes to the Board's bathing soap units from the reputed organizations.

**1. Abbreviation used in the Tender Document**

<b>TNKVIB</b>	– Tamilnadu Khadi and Village Industries Board
<b>EMD</b>	– Earnest Money Deposit
<b>SD</b>	– Security Deposit
<b>LOA</b>	– Letter of Acceptance

**2. Applicability of Tamil Nadu Transparency in Tender Act, 1998.**

This Tender will be governed by the Tamil Nadu Transparency in Tender Act, 1998 and the Tamil Nadu Transparency in Tender Rules' 2000, as amended from time to time.

**3. Jurisdiction for Legal Proceedings**

All actions at Law for suits arising out of or in connection with our order or the subject matter thereof and whether as to construe or otherwise to be instituted in a court of competent jurisdiction in which concerned office of TNKVIB placing the order exists.

TNKVIB reserves the right to split the order on more than one vendor. TNKVIB also reserves the right to place order for full tender quantity or part quantity thereof.

TNKVIB is not bound to accept the lowest quotation and TNKVIB may accept (or) reject the lowest quotation or any quotation at its own discretion and go for retendering in case the lowest rate obtained in the tender is considered higher.

**4. Salient features of the Tender :**

**TENDER TO SUPPLY Soap Carton Boxes (100gm and 75gm) to the Board's bathing soap units.**

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|----|---|---|
| a. | Tender inviting Authority<br>Designation & Address  | Financial Advisor and<br>Chief Accounts Officer,<br>Tamilnadu Khadi and Village<br>Industries Board, Kuralagam,<br>Chennai -104.  |
| b. | i) Nature and quantity<br>of items to be supplied   | To supply Soap Carton Boxes<br>(100gm) 27,00,000 Nos. and Soap<br>Carton Boxes (75gm) 12,60,000 Nos.<br>to the Board's soap units for a period<br>of 6 months.  |
|    | ii) Tender reference  | Rc.No.2476/V II(1)/2022<br>dt.22.04.2022  |
|    | iii) Place of Supply  | Bathing soap Units of Tamilnadu<br>Khadi and Village Industries Board<br>Tamilnadu State.   |
| c. | Place of availability of tender<br>document and due date for<br>obtaining tender document | From 10.00 A.M. to 2.00 P.M. on all<br>working days upto 10.05.2022 from<br>the Office of the Chief Executive<br>Officer, Tamilnadu Khadi and Village<br>Industries Board, Kuralagam,<br>5 <sup>th</sup> Floor, Chennai -104. Tender<br>documents can also be downloaded<br>free of cost from<br><a href="http://www.tenders.tn.gov.in">www.tenders.tn.gov.in</a> |

- d. Cost of Tender Document Rs.500/- Per Tender Document + 18% GST in person either by cash (or) Demand Draft in favour of Tamilnadu Khadi and Village Industries Board, Kuralagam, 5<sup>th</sup> Floor Chennai-104 or Tender documents can be downloaded free of cost from [www.tenders.tn.gov.in](http://www.tenders.tn.gov.in)
- e. Two bid system of tendering The Tender will be in two stage Bid System viz., (1) **Technical Bid** and (2) **Price Bid**. The Technical bid should be submitted in Cover A" and the price bid should be submitted in Cover B. Both the covers must be sealed separately with Tender Number, due date and with superscription as "Tender for supply of Soap Carton Boxes - 100gm" and "Tender for supply of Soap Carton Boxes 75gm" to soap units on the envelope of the respective covers. These two covers should be enclosed in a separate master cover addressed to the Tender Inviting Authority.
- f. Earnest Money Deposit (EMD) 1% of the quoted value by means of Demand Draft.
- g. Due date, Time and Place for Submission of Tender Upto 3.00 p.m., on 11.05.2022 at the Office of the Chief Executive Officer, Tamilnadu Khadi and Village Industries Board, Kuralagam, 5<sup>th</sup> Floor, Chennai -104
- h. Date, Time and place of Opening of Technical Bid / "A" Cover On 11.05.2022 at 4.00 p.m., at Tamil Nadu Khadi and Village Industries Board, Kuralagam, 5<sup>th</sup> Floor, Chennai-104.

## **5. GENERAL INSTRUCTIONS**

The Bidders are requested to examine the instructions, terms and conditions and specifications given in the Tender. Failure to furnish all required information in every aspect will be at the Bidder's risk and may result in the rejection of their bid.

### **a) CLARIFICATIONS IN THE TENDER**

A prospective Bidder requiring any clarification in the Tender may address the Tender Inviting Authority by letter /E-mail. TNKVIB will respond in writing to any clarification in the Tender, if properly addressed.

### **THE TENDER SHOULD BE ADDRESSED TO**

The Chief Executive Officer,  
Tamilnadu Khadi and Village Industries Board,  
Kuralagam, 5<sup>th</sup> Floor, Chennai-104.

Phone : 044-25340761 /462  
E-mail : [tnkvibchennai2022@gmail.com](mailto:tnkvibchennai2022@gmail.com)

Any offer made in response to this tender when accepted by TNKVIB will constitute a contract between the parties.

### **b) TNKVIB NOT BOUND BY ANY PERSONAL REPRESENTATION**

The supplier shall not be entitled to any increase in the rates or any other right or claim whatsoever by any reason or any representation, explanation or statement or alleged representation, promise or guarantee given or alleged to have been given to him by any person of the Board.

### **c) MEMBER OF THE BOARD NOT INDIVIDUALLY LIABLE**

No official or Employee of the Board shall, in any way, be personally bound or liable for his/her acts or obligations of the Board under the contract or answerable for any default or omission in the observance or performance of any acts, matters or things which are herein contained.

## **6. TENDER COST AND EMD**

### **a) Cost of Tender Document**

- i). The cost of Tender Document is Rs.500/- + 18% GST and shall be paid either by cash or Demand Draft in favour of Tamilnadu Khadi and Village Industries Board payable at Chennai. The Tender documents is not transferable to any other Bidder.
- ii). Tender documents can be downloaded free of cost from [www.tenders.tn.gov.in](http://www.tenders.tn.gov.in)

### **b) EMD Amount and Mode of Submission**

- i). An EMD amount of 1% on quoted value should be paid along with Technical Bid by way of Demand Draft/Banker's Cheque drawn in favour of the Chief Executive Officer, Tamil Nadu Khadi and Village Industries Board payable at Chennai.  
The EMD amount of the unsuccessful Bidders will be returned after the acceptance of the successful Tender within a reasonable time.
- ii). The EMD amount held by TNKVIB till it is returned to the unsuccessful Bidders will not earn any interest thereof.
- iii). The EMD amount of successful Bidder shall be adjusted as part of the Security Deposit (SD) due for successful execution of the contract.
- iv). Any bid not secured with the EMD amount will be summarily rejected by TNKVIB as non-responsive.
- v). The EMD amount shall be forfeited:  
If a Bidder withdraws the bid during the period of bid validity specified in the tender (or) in the case of the successful Bidders, if the Bidder fails to sign the contract or to remit Security Deposit.

## **7. Eligibility Criteria**

- a. The Tenderer should be from the reputed organization for the required material and should have experience as on the date of tender opening in the relevant field.

- b. Documentary evidence in proof of having the required experience should be submitted along with technical bid.
- c. Tenderers should have previous experience in Supply of the required Soap Carton Boxes and proof in the form of attested copy of the purchase orders along with attested copy of the completion certificate or performance certificate issued by the clients should be enclosed along with the technical bid.
- d. The tenderer should have an annual turnover of not less than Rs.25 lakhs atleast in one year out of the last two years. Attested photo copy of the annual audited statement / balance sheet / income tax statement duly attested by the Chartered Accountant for the year concerned should be enclosed.
- e. The bidder should also enclose the following documents.
  - 1. Attested copy of the latest Income tax clearance certificate / IT Return in the prescribed format where the tenderer is assessed or assessable under IT Act.
  - 2. A copy of the GSTIN along with statements of tax paid for the current half financial year upto March 2022.
- f. Tenderer should submit Earnest Money Deposit 1% of the quoted value in the form of Demand Draft payable at Chennai.
- g. Successful tenderer should submit Security Deposit 5% of the final quoted value in the form of Demand Draft (or) Irrevocable Bank Guarantee within 15 days from the date of receipt of Letter of Acceptance (or) Work order.

## **8. DESCRIPTION OF TENDER AND GENERAL TERMS AND CONDITIONS.**

### **(a) Description and quantum of supply**

**SUPPLY OF SOAP CARTON BOXES (100GM AND 75GM) TO THE BOARD'S BATHING SOAP UNITS.**

**(b) Specifications**

The tenderer should supply the Soap Carton Boxes strictly as per the Specifications given below: ( ± 5%)

- (i). Soap Carton Boxes (100gm) 85mm x 63mm x 35mm  
ITC safire graphics board 320 GSM  
Multi Colour Printing, emboss and gloss lamination
- (ii). Soap Carton Boxes (75gm) 83mm x 55mm x 27mm  
ITC Grey back board 300 GSM  
Multi Colour Printing and gloss lamination

Note: Design and quality of the Soap Carton Boxes will be available at Board office, Chennai for reference and to furnish tender sample.

**9. SCOPE OF SUPPLY**

- a. The scope of supply of tendered items includes packing, forwarding, insurance and delivery of the Soap Carton Boxes to the required destination.
- b. The quantity of supply is only indicative and Tamilnadu Khadi and Village Industries Board reserves the right to revise the quantity based on its actual requirement.

**c. SUPPLY SCHEDULE**

The tenderer should complete the supply of the entire quantity of the tendered items mentioned under Description and quantum of supply within six months from the date of receipt of the Letter of Acceptance or Final Order from the tender accepting authority. The supply schedule will be issued at the time of placing final orders. The supply can be effected in batches of reasonable quantity during the above period as per Board's requirement. ( 6 months)

**d. PAYMENT SCHEDULE**

- i) Payment will be made after receipt of the tendered items and upon satisfactory quality of the Soap Carton Boxes specified by the Board.

## 10. SUBMISSION OF TENDER

(i) Submission of Tender: Two - cover system will be followed:

### General Instructions:

a.	The Tender will be in two Bid System viz.,(1) <b>Part – “A” Technical Bid</b> and (2) <b>Part – “B” Price Bid</b> . The first stage enables TNKVIB to know whether the Bidder is technically and commercially competent and capable of executing the order and the Samples submitted by the Tenderer should satisfy the Technical specification mentioned in the tender. Only those who qualify in the first stage would be eligible to take part in the second stage viz., price Bid. The price bid of the Bidders who failed in the first stage will not be opened.
b.	The bids should be submitted in two separates envelopes viz., Envelope - A. Technical Bid / PART –A Envelope - B. Price Bid / PART - B
c.	Both the covers must be sealed separately and superscribed with Tender number, due date and with superscription as “Tender for supply of Soap Carton Boxes (100gm and 75gm) for soap units on the Envelope of the respective covers of Part A and Part B. <b>These two covers should be enclosed in a separate master cover and addressed to the Tender Inviting Authority.</b>

### (ii) Details to be furnished in the Envelope - A. Technical Bid:

a.	Crossed Demand Draft towards EMD Amount. <b>The EMD instrument should be enclosed only in the Envelope-A.</b>
b.	Certificates of proof to show successful supply of the required material.
c.	Profile of the Bidder - Annexure-I
d.	The Bidder should furnish the location with addresses and license details of their firm.
e.	The Bidder should furnish as part of the bid, documents establishing the Bidders eligibility to bid and its qualifications to perform the Contract if their bid is accepted.
f.	All the required documents for Eligibility Criteria and other documents wherever insisted in the Tender should be enclosed.



g.	The Bidder should have the financial, technical and functional capabilities necessary to perform the contract and necessary proof for these capabilities should be enclosed.
h.	The bidder or his authorized representative should affix his signature in each and every page of this original tender document for token of acceptance and enclose the same in the Envelope "A".

The documentary evidence of the Bidder's qualifications shall be established to the satisfaction of TNKVIB.

**(iii) Signing of Bids**

- a. The bids shall be typed or written in indelible ink and shall be signed by the Bidder or a person or persons duly authorized by the Bidder to the Contract. **Bidders are requested to sign each and every page of the tender document as token of acceptance including Annexure(s) attached thereto.**
- b. Any alterations, erasures shall be treated valid only if they are authenticated by full signature by the person or persons authorized to sign the bid. Tender documents should be free of over writing.

**(iv) Details to be furnished in the Envelope-B Price Bid :**

a.	Firm Prices both in words and Numbers must be quoted only in the Price Bid Form (Please see the "PART-B-PRICE BID"). The price should be quoted stating clearly applicable duties, GST, transportation to the required destination, unloading charges etc.,
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**(v ) Mode of submission :**

a.	Both the envelopes viz., <b>Envelope -A</b> and <b>Envelope -B must be put in a single cover</b> sealed and must be superscribed " <b>Tender for the supply of Soap Carton Boxes (100gm and 75gm) for soap units in Tamilnadu.</b> "
b.	The Tender may be dropped in the tender Box kept at TNK&VIB, Kuralagam, 5 <sup>th</sup> Floor, Chennai - 104 on or before the due date/time.
c.	Alternatively, the tenders must reach TNKVIB or before the due date and time by registered post/Courier. TNKVIB will not be liable or responsible for Postal /Courier delay, if any.
d.	The Tenders received after Due Date and Time or unsealed or Incomplete shape or Tenders submitted by Electronic mail will be summarily rejected.
e.	A Bid once submitted shall not be permitted to be altered or amended.

<b>11. OPENING OF TENDERS</b>	
a.	Tenders will be opened at the prescribed date and time in the presence of Bidders or their representatives who choose to be present. The representatives of Bidders must bring the authorization letter from the bidding companies for attending the Tender opening. Not more than two representatives for each Bidder would be allowed to take part during the bid opening process.
b.	Envelope-A containing Technical Bid would be opened first. Eligibility Criteria such as payment of EMD and compliance with pre-qualification conditions will be checked. The supporting documents would be cross checked wherever required
c.	Only the Technical Bid will be opened on the due date.
d.	The date, time and venue of opening the price Bids of the bidders who qualify in the technical bid evaluation will be intimated separately.
e.	Tenders non compliance with any of the tender terms will not be considered for the next stage i.e., for opening of the price Bid.
<b>12. Period of validity of Bids.</b>	
a.	Bids shall remain valid for a period of 8 months after the last date for bid submission mentioned in the Tender.
b.	In exceptional circumstances, the purchaser may solicit the Bidder's consent for an extension of the period of validity. The request and the responses thereto shall be made in writing.
<b>13. TENDER EVALUATION CRITERIA</b>	
	The evaluation of Tenders will be done by TNKVIB as detailed below :
	<b>Technical Bid Evaluation</b>
	Bidders will be eligible for further processing only if they fulfill the following criteria.
a.	Submission of EMD
b.	Compliance with the eligibility Criteria specified in the tender and submission of necessary proof.
c.	Based on the fulfillment of minimum eligibility criteria, the bids submitted by the tenderers will be short listed and will be evaluated by an Evaluation Committee.  After evaluating on the above line, the bids which are not meeting the Criteria will be treated as technically disqualified and the price bid of such firms will not be opened. Subsequently, intimation will be sent to the technically qualified firms indicating the date and time for the opening of price bid.

d.	The Tenders, which do not meet the Tender conditions and Tenders received from those bidders without the proof of capabilities to execute the supply shall be rejected. The Eligible Bidders alone will be considered for further evaluation.
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#### **14 PRICE BID EVALUATION :**

##### **(a) Opening of Envelope – Part B. Price Bid.**

Bidders who are qualified in Technical Bid (Envelope-A) only will be called for price Bid opening. The Bidders who qualified in Technical bid evaluation alone will be informed of the date and time of opening of the Price Bid and their Price Bids alone will be opened on the date and time intimated in the presence of the Bidders or their authorized representatives who choose to be present. The decision of TNKVIB will be final in this regard.

**(b)** TNKVIB is not bound to accept the lowest quotation and TNKVIB may accept or reject the lowest quotation or any quotation at its sole discretion and go for retendering in case the lowest rate obtained in the tender is considered to be higher.

**(c)** TNKVIB reserves the right to reject any or all tenders at its own discretion without assigning reason whatsoever and TNKVIB is not responsible for postal or any other delay in submission of bid on due date and time.

#### **15. NEGOTIATION**

TNKVIB reserves the right to negotiate with the lowest evaluated rate bidder for further reduction of rate, strictly according to the Tamilnadu Transparency in Tender Rules 2000.

#### **16. SPECIAL TERMS**

- i) In case, any successful Bidder fails to undertake the ordered quantity, TNKVIB reserves the right to place orders with the other qualified Bidders by forfeiting the E.M.D remitted by them.

#### **17. ACCEPTANCE OF TENDER**

- i) The final acceptance of the Tender is entirely vested with TNKVIB, which reserves the right to accept or reject any or all of the Tenders in full or in part without assigning any reason thereof
- ii) After acceptance of the Tender by TNKVIB, the Bidder shall have no right to withdraw his Tender or claim higher rate. The Tender accepting authority may also reject all the Tenders for reasons such as changes in the scope of

procurement, lack of anticipated financial resources, court orders, accidents or calamities and other unforeseen circumstances.

- iii) After acceptance of the Tender by TNKVIB, letter of Acceptance (LOA) or Formal Order would be issued only to the successful Bidder(s).
- (iv) **The Delivery period accepted will be counted from the date of issue of the "Final Order".**

#### **18. PAYMENT OF SECURITY DEPOSIT (SD)**

- a. The Successful bidders will be required to remit the Security Deposit equivalent to 5% (five percent) of the contract value **on the acceptance of LOA**. Since the EMD amount will be adjusted towards the Security Deposit to be paid, the successful Bidder shall remit the balance security Deposit amount due. The Security Deposit should be paid by way of Demand Draft payable in favour of the Chief Executive Officer, Tamilnadu Khadi and Village Industries Board, or in the form of unconditional irrevocable Bank Guarantee, which is valid for 12 months from the date of acceptance of order.

#### **19. SUPPLY OF ITEMS**

The supply of Soap Carton Boxes (100gm and 75gm) should be made strictly in accordance with the specification as mentioned in the tender document.

#### **20. SUPPLY SCHEDULE:**

The tenderer should complete the supply of the entire quantity of the tendered items mentioned under Description and quantum of supply in 6 months period from the date of receipt of the Letter of Acceptance or Final Order from the tender accepting authority. The supply can be effected in batches of reasonable quantity during the above period.

#### **21. THE PAYMENT SCHEDULE FOR THE SUPPLY ARE AS FOLLOWS;**

**No advance payment will be made**

Payment will be made after receipt of the tendered items and upon satisfactory quality of the Soap Carton Boxes specified by the Board.

#### **22. PERFORMANCE TEST**

Performance Tests will be undertaken by TNKVIB by engaging the experts having knowledge and experience in the relevant field.

If the results obtained during such tests prove that the performance parameters of the Soap Carton Boxes (100gm and 75gm) have not been fulfilled, then the TNKVIB enforce the guarantees and warranties given by

the supply contractors in respect of Soap Carton Boxes (100gm and 75gm) as applicable and the TNKVIB will insist the contractor to rectify or replace part or all such Soap Carton Boxes (100gm and 75gm) to achieve the stated performance levels expeditiously in accordance with the terms of the supply contracts.

In the event of the bidder being unsuccessful in carrying out such remedial work, TNKVIB would impose damages for non-performance of the supply in proportion to the loss incurred by the TNKVIB on account of such non performance by the bidder.

The TNKVIB reserve themselves the right to inspect the Soap Carton Boxes (100gm and 75gm) at the factory where the manufacturing is to be undertaken by the bidders either prior to opening of price bids in order to assess the manufacturing capacity of the bidders or after the award of contract to verify the process of manufacturing and check the quality of components used etc.

### **23. PENALTY CLAUSE**

- a. Forfeiture of EMD/SD: If the successful Bidder fails to act according to the Tender conditions or withdraws the offer after their Tender has been accepted, the EMD/SD submitted by the bidder will be forfeited to TNKVIB.
- b. If the accepted Bidder fails to remit the Security Deposit within the period of 15 days, then the EMD remitted by him will be forfeited to TNKVIB and their Tender will be held void. TNKVIB will have the right to divert the order to other eligible Bidders.
- c. **Penalty for delay:**
  - i). In case of the delay in supplying the raw material penalty would be levied at 0.5% of the order value for every fortnight.
  - ii) In case, there are delays for more than one month, the order will be cancelled and Earnest Money Deposit /Security Deposit will be forfeited.
  - iii) In case of any neglect or refusal on the part of the contractor to supply and deliver the required Soap Carton Boxes (100gm and 75gm) which the said purchaser shall require the contractor to supply and deliver and of such approved quantity and at such time or in such manner as herein before or in the case of his failure to send invoice in triplicate at the time of the delivery of the Soap Carton Boxes (100gm and 75gm) and so often as any such failure, neglect or refusal shall happen, it shall be lawful for the purchaser or any person unto authorized by him to purchase elsewhere and from any other suppliers.

- iv) The contractor shall pay or reimburse to the purchaser, such difference in price as aforesaid within fifteen days after the same should have been demanded from him or on behalf of the purchaser.

**24. Risk Purchase**

In the event of TNKVIB terminating the contract in whole or in part due to poor performance of the supplier, TNKVIB may procure on such terms and in such manner as deemed appropriate supplies similar to those so terminated and the successful bidder shall be liable to the TNKVIB for any excess costs incurred for such procurement. However, in case of part termination of contract by the TNKVIB, the successful bidder shall continue the performance of the contract to the extent it is not terminated under provision of this clause.

**25. VIOLATION IN TERMS AND CONDITION**

For any other violation in the terms and conditions, besides recovery of cost, impose penalty and forfeiture of security Deposit, the bidder will be blacklisted.

**26. RELEASE OF EARNEST MONEY DEPOSIT**

The Earnest Money Deposit amount paid by the successful Bidder will be adjusted towards part of security deposit payable by him. The Earnest Money Deposit amount of the unsuccessful Bidder will be refunded after finalization and issue of firm purchase order to the successful Bidder.

**27. RELEASE OF SECURITY DEPOSIT**

The Security Deposit will be refunded to the successful Bidder on completion of performance guarantee period.

**(Annexure I)**

**TAMILNADU KHADI AND VILLAGE INDUSTRIES BOARD**  
**KURALAGAM 5<sup>TH</sup> FLOOR, CHENNAI-104.**

**PROFILE OF THE TENDERER**

The Tenderers are informed that the "Terms and Conditions of the Tender" should be carefully read before furnishing the particulars in the prescribed format.

The Tender Accepting Authority reserves himself the right to accept or reject any or all tenders without assigning any reason thereof. The tenders will be received on these conditions only.

Sl. No.	Particulars required	Particulars to be furnished correctly
1.	Name of the Tenderer	
2.	Office Address	
	Telephone Number	
	Fax Number	
	E-Mail Address	
3.	Status of the Tenderer Proprietorship concern/Partnership concern/ public limited/ Private limited/co-operatives/ others, if any to be mentioned clearly.	
4.	Date, Month and year of Establishment	
5.	Name and Residential Address of the proprietor/partner /authorized/ representative of the firm	
6.	Telephone Number	
7.	Registration Number with date, month and year of the firm	
8.	Experience in the field of manufacturing / supplying of quoted item.	
9.	Turnover for the last two years (Audited Accounts to be enclosed in support of the claim)	
10.	Largest single order executed during the last three years	
11.	Earnest Money Deposit details such as amount, Name of the Bank, D.D. No. date etc.	

12.	List of enclosures/ Certificates should be sent along with sealed tender in cover A	<b>Remarks:</b> Enclosed/ Not Enclosed/Reasons if any.
(i)	Amount towards 1% E.M.D./ valid S.S.I Certificate	
(ii)	I.T. clearance certificate.	
(iii)	GST IN and two years return details	
(iv)	Experience details	
(v)	Evidence for being the manufacturer/ dealer/Trader	
(vi)	Manpower Details	
(vii)	Details of Machineries available	

### **DECLARATION OF THE COMPANY**

I/ We hereby declare that the particulars furnished in this tender are correct and true to the best of my /our knowledge and belief.

I/ We will abide to the terms and conditions of the tender stipulated by the Tamil Nadu Khadi and Village Industries Board, Kuralagam, 5<sup>th</sup> Floor, Chennai-104.

Signature:

Name:

Designation:

Office Seal:

Station:

Date:



**Annexure II****TAMILNADU KHADI AND VILLAGE INDUSTRIES BOARD**  
**KURALAGAM 5<sup>TH</sup> FLOOR, CHENNAI-104.****PART "B" - PRICE BID – FORMAT (COVER 'B')**

From

To

The Chief Executive Officer,  
Tamilnadu Khadi and Village  
Industries Board,  
Kuralagam 5<sup>th</sup> Floor,  
Chennai-104.

Sir,

I/We hereby quote the competitive rate for the supply of Soap Carton Boxes (100gm and 75gm) to the Board's soap units.

Sl. No.	Name of the Soap Carton Boxes (100gm and 75gm) (with specification)	Rate.	Total Amount (in Rs.
1.			

(Rate to be quoted as per the Schedule)

- a) All other charges shall be separately indicated.
- b) Price validity: 8 months from the date of offer.
- c) Delivery period: First consignment should commence within 15 days from the date of issue of firm order and balance quantity during 6 months period.

I/ We hereby agree to supply the Soap Carton Boxes (100gm and 75gm) within the delivery Schedule with good quality prescribed by the Board at no extra cost throughout the contract period.

Signature:

Name:

Designation:

Office Seal:

Station:

Date:

**CHECK LIST**

BIDDER TO FILL IN THE CHECK LIST GIVEN BELOW

(State YES / NO for each items)

1.	Whether the Technical Bid and Price Bid are submitted in Separate covers and both the covers enclosed in a master cover.	
2.	<b>Whether envelope A contains :-</b>	
	a. Earnest Money Deposit (EMD) amount (1% of the value of the Tendered.	
	b. Pre-Qualification details as laid down in the Tender under Eligibility Criteria.	
	c. Technical Bid in the original Tender document signed by the bidder/ Authorised representative in each and every page and other supportive documents.	
	d. The profile of the Bidding Organization - Annexure – I	
	e. The filled up data on Technical Personnel - Annexure –II	
	f. Audited Annual report (Last two years)	
	g. Documentary evidence on the financial status of the Bidder.	
	h. Minimum sample – 1 kg	

3. Whether Envelope - B contains.

Filled up and signed Price Bid documents in the price bid form in full with price details - Annexure - II.

YES	NO
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**Note: Please ensure whether all the relevant boxes are marked YES/NO against each column.**

**IMPORTANT NOTE: (i) Bidders must ensure that all the required documents indicated in the Tender documents are submitted without fail. Bids received without supporting documents for the various requirements mentioned in the tender documents are liable to be rejected at the initial stage itself.**