

ELCOT/HR/LT/33910/Cleaning Materials/2024-25

NAME OF THE PARTY:

LIMITED TENDER

PREAMBLE OF TENDER:- Electronics Corporation of Tamil Nadu Limited (ELCOT), a wholly owned Government of Tamil Nadu Undertaking is the Optional Procurement Agency of the Government of Tamil Nadu. ELCOT requires cleaning materials to our Corporate and Perungudi Office. It is proposed to go for the Limited Tender to select a supplier of cleaning materials.

Short Title used in the Tender Document:

1. **Bidder:** Bidder means the party who makes a formal offer in pursuance of the tender floated.
2. **Successful Bidder:** Successful Bidder means the Bidder who becomes Successful through the tender process.
3. **Day:** A day means a Calendar Day.
4. **Purchaser:** Purchaser means the end user for whom the purchase is indented through the tender.

TENDER SCHEDULE

a)	TENDER NO	ELCOT/HR/LT/33910/Cleaning Materials/2024-25
b)	Type of Tender	LIMITED TENDER – Single part bid
c)	TENDERED ITEMS	Cleaning Materials
d)	Delivery	At ELCOT (Nandanam)
e)	DUE DATE & TIME for Submission of Tenders	06.02.2025 @ 3.00 PM.
f)	OPENING DATE & TIME	06.02.2025 @ 4.00 PM.

EMD: The amount of Rs.1,000/- should be paid as EMD along with the bids. The EMD should be submitted through Demand draft drawn in favour of “Electronics Corporation of Tamil Nadu Limited”, Chennai. (or) made through RTGS, as the bank details given below. Bids received after the due date will not be accepted and Bids received with insufficient EMD will be summarily rejected.

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Name of the Bank & Branch	State Bank of India, Saidapet
SBI A/c No.	10610747091
IFS Code	SBIN000912
MICR No.	600002045

MODE OF DESPATCH

Tenders should be addressed to the **MANAGING DIRECTOR – ELCOT** (by Designation only) 692, Anna Salai, Nandanam, Chennai – 600 035 and super scribed with the tender number and sent in sealed cover either by Registered post with acknowledgment due or in person. Tenders received in ordinary cover without seal will not be considered. Bids received after the due date and Time will not be accepted. Delay in postal transit will not be accepted as a valid reason for late submission. The Tender Document is not transferable to any other bidder.

IMPORTANT NOTE:

TENDERER MUST SUBMIT THIS ORIGINAL TENDER DOCUMENT WITH THEIR SIGNATURE, AND SEAL WITHOUT MISSING ANY OF THE PAGES. Price bid must be submitted in the bidder's company letter head. The total cost including GST will be considered for determining for L1 (Lowest rate). The Tenderer who quotes the lowest rate (L1) along with valid required documents for the maximum line items alone will be considered as L1 Bidder. However, the L1 Bidder may be asked to match the L1 rates of line items if any, in case they have become L2 for those items.

In case of discrepancy between the rates quoted in words and in figures, lower of the two shall be considered.

Items Tendered:

S.No	Description
1.	Acid (Good Quality)
2.	Bucket (S) (5 ltr.) (Cello or (Good Quality)
3.	Bucket (M) (10 ltr.) (Cello Good Quality)
4.	Bucket (B) (20 ltr.) (Cello or Good Quality)
5.	Bombay Broom (NFC or Good Quality)
6.	Bleaching powder
7.	Blue Cloth

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8.	Checked Cloth (M)
9.	Colin(Best Quality)
10.	Coconut Broom
11.	Dust bin (S) (Cello or Good Quality)
12.	Dust bin (M) (Cello or Good Quality)
13.	Dust bin (B) (Cello or Good Quality)
14.	Dust bin polythene black cover (S)
15.	Dust bin polythene black cover (M)
16.	Dust bin polythene black cover (B)
17.	Hand wash container (Dettol)
18.	Harpic (Red & Blue) 500 ml
19.	Harpic flash matic 50 gms.
20.	Aer Packet (10 gms.)
21.	Lizol (Good Quality)
22.	Mop (Refil) (Good Quality)
23.	Mug (S) (Cello or Good Quality)
24.	Mug (M) (Cello or Good Quality)
25.	Plastic muram (Cello or Good Quality)
26.	Mop stick (Good Quality)
27.	Napthalin Balls (Good Quality)
28.	Napthalin cuber
29.	Odonil (50 gms.)
30.	Phenoil (compound or Good Quality)
31.	Vim Bar Soap (S)
32.	Vim Bar Soap (M)
33.	Sandal Soap
34.	Soap oil (Good Quality)
35.	Scrub pad (7.5 cm x 10 cm) (ScotchBrite)
36.	Toilet brush(Good Quality)
37.	Toilet Roll(Good Quality)
38.	Wiper pad (B) (Good Quality)
39.	Wiper pad (Mini) (Good Quality)
40.	Yellow cloth(Good Quality)
41.	Mat (M) (35 cm x 60 cm) (Good Quality)
42.	Room spray (Godrej)
43.	Dustbin (Leg open) (M) (Good Quality)
44.	Sanitizer(Good Quality) 100 ml
45.	Sanitizer(Good Quality) 500 ml
46.	Sanitizer(Good Quality) 5 ltr

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47.	Dettol Soap (Good Quality)
48.	Plunger
49.	Hit
50.	Floor Wiper
51.	Premier Tissue Paper
52.	Road Bursh with Stick
53.	Comfort liquid
54.	Rin Soap

1. **Validity of the Tender:** 90 Days.
2. **Delivery:** Immediate
3. **Validity of the Prices:**The prices are to be kept valid for acceptance for 365 days from the date of issuance of P.O.
4. **Security Deposit :** The Successful Bidder will be required to remit a Security Deposit (SD) equivalent to the amount of Rs.5,000/- inclusive of EMD by way of Demand Draft payable at Chennai. The EMD amount paid by the Successful Bidders (s) will be adjusted towards Security Deposit payable by them. The Balance SD amount will be adjusted in the first month payment.
5. **Terms & Conditions**
 1. The contract is valid for a period of **one year w.e.f acceptance of purchase order** and shall stand automatically terminated on expiry of this period unless otherwise extended by ELCOT Management in writing. The contract may be extended / renewed for further period on the same terms and conditions if mutually agreed upon by both parties.
 2. The charges mutually agreed upon for the services to be provided are valid up to the contract period and **no increase** will be entertained by ELCOT during the contract period.
 3. The privity of the contract exists between ELCOT and the Contractor only and the Contractor is not authorized to sub – contract this work to any other third party. The price quoted by you shall be inclusive of all applicable taxes.
 4. Bids received without EMD/with insufficient EMD will be summarily rejected.
 5. The Bidders must indicate their valid GST Number.

6. Payment Conditions

- a. The payment will be made on monthly basis on verifying the bill within 15 days from the date of receipt of bill.
- b. Taxes if any will be deducted as per the prevailing rate on the value of work done while releasing the payments.

7. Termination of Contract :

If the work is not satisfactory (or) any deficiency in services the contract will be terminated by giving one month's notice to the Contractor. Loss if any, due to unsatisfactory performance will be recovered from the contractor's payment.

8. Dispute and Jurisdiction Clause

“Any dispute or difference, whatsoever, arising between the parties to this contract arising out of or in relation to the terms of this contract shall be resolved by the parties mutually by acting in good faith towards fulfilling the contract and for this purpose the parties mutually agree to furnish or exchange all relevant documents, information and any other material within their special knowledge and thereby conclude their discussions between them / their representatives or officers within a period of time as may be mutually agreed to say the time of commencement of the move to resolve the dispute”.

“In case the parties failed to resolve the disputes amicably within the time frame agreed and in the manner stated supra, the aggrieved party shall approach the Court in Chennai city alone to the exclusion of all other Courts to adjudicate the unresolved dispute”.

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DETAILS OF THE COMPANY

Sl. No.	Description	Details to be filled by the tenderer
1.	Name of the Bidder	
2.	a. Address	
	b. Contact Person with phone Nos. and email id	
3.	GST No	
4.	PAN No.	
5.	a. Bankers Name & Address	
	b. Bank Account Number	

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PRICE BID

Name of the Bidder:

S.No	Description	Qty	Make & Model	Rate in Rs.	Applicable GST in %	Applicable GST in Rs.	Total Amount inclusive of GST (5+7)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
1.	Acid (Good Quality)	1Ltr.					
2.	Bucket (S) (5ltr.) (Cello or (Good Quality)	1No					
3.	Bucket (M) (10ltr.) (Cello Good Quality)	1No					
4.	Bucket (B) (20ltr.) (Cello or Good Quality)	1No					
5.	Bombay Broom (NFC or Good Quality)	1No					
6.	Bleaching powder	1Kg					
7.	Blue Cloth	1mtr.					
8.	Checked Cloth (M)	1No					
9.	Colin(Best Quality)	500ml					
10.	Coconut Broom	1No					
11.	Dust bin (S) (Cello or Good Quality)	1No					
12.	Dust bin (M) (Cello or Good Quality)	1No					
13.	Dust bin (B) (Cello or	1No					

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	Good Quality						
14.	Dust bin polythene black cover (S)	1No					
15.	Dust bin polythene black cover M)	1No					
16.	Dust bin polythene black cover (B)	1No					
17.	Hand wash container (Dettol/Lifebuoy /Good Quality)	215 ml					
18.	Harpic (Red &Blue)	500ml					
19.	Harpic flash matic 50 gms. (1+1)	1 pack					
20.	Aer Packet (10 gms.)	1No					
21.	Lizol (Good Quality)	500ml					
22.	Mop (Refil) (Good Quality)	1No					
23.	Mug (S) (Cello or Good Quality)	1No					
24.	Mug (M) (Cello or Good Quality)	1 No					
25.	Plastic muram (Cello or Good Quality)	1 No					
26.	Mop stick (Good Quality)	1No					
27.	Napthalin Balls (Good Quality)	500 gms.					
28.	Napthalin cuber	1 No					
29.	Odonil (50 gms.)	1No					
30.	Phenoil (compound or	1Ltr					

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	Good Quality)						
31.	Vim Bar Soap (S)	150 gms.					
32.	Vim Bar Soap (M)	300 gms.					
33.	Sandal Soap (Mysore)	1 No					
34.	Soap oil (Good Quality)	1Ltr.					
35.	Scrub pad (7.5 cm x 10 cm)(ScotchBrite)	1 No					
36.	Toilet brush(Good Quality)	1No					
37.	Toilet Roll(Good Quality)	1No					
38.	Wiper pad (B) (Good Quality)	1No					
39.	Wiper pad (Mini) (Good Quality)	1No					
40.	Yellow cloth(Good Quality)	1 No					
41.	Mat (M) (35 cm x 60 cm) (Good Quality)	1 No					
42.	Room spray (Godrej)	250 ml.					
43.	Dustbin (Leg open) (M) (Good Quality)	1No					
44.	Sanitizer(Good Quality)	100 ml.					
45.	Sanitizer(Good Quality)	500 ml.					

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46.	Sanitizer(Good Quality)	5 ltr.					
47.	Dettol soap (Good Quality)	1 No.					
48.	Plunger	1 No.					
49.	Hit	1 No.					
50.	Floor Wiper	10 Nos.					
51.	Premier Tissue Paper	10 Nos.					
52.	Road Bursh with Stick	5 Nos.					
53.	Comfort liquid (500 ml)	3 Nos.					
54.	Rin Soap	10 Nos.					