

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. For internal requirement of Mineral water for Drinking purpose for our office staff and employees, ELCOT is floating the Limited Tender to select a Mineral Water supplier.

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/33806/MINERAL WATER/2024 -25
b)	Type of Tender	LIMITED TENDER - Single part bid
c)	TENDERED ITEMS	MINERAL WATER
d)	Delivery	At ELCOT (Nandanam and MRC Nagar)
e)	DUE DATE & TIME for Submission of Tenders	24.06.2024 @ 3.00 P.M
f)	OPENING DATE & TIME	24.06.2024 @ 4.00 P.M

MODE OF DESPATCH

Sealed Quotations (Containing bids in the prescribed format indicating the most competitive and lowest rates inclusive of all local taxes, delivery charges, royalties etc.) should be addressed to the **MANAGING DIRECTOR - ELCOT** (by Designation only) superscribed

“Tender for supply of packaged drinking water at ELCOT, Nandanam and MRC Nagar, Chennai ” 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 along with valid required documents alone will be considered for further evaluation.

Items Tendered:

SI.No	DESCRIPTION	DETAILS
1.a	Rate of Packaged Drinking water Can Bubble top model (20 Ltr) - 1 No	Rs. (Rate inclusive of all taxes,delivery charges & Transportation charges etc.)
b.	Rate of 300 ml water case - 1No	Rs. (Rate inclusive of all taxes,delivery charges & Transportation charges etc.)
c.	Brand name of Packaged Drinking water	
2.	Availability of I.S.I / I.S.O specification [Please enclose copy of current certification]	YES / NO
3.	Source of water distribution Own vehicle / Hire vehicle / Van	
4.	Experience in No.of years in the field	
5.	Marketing Department Address Phone / Mobile Nos / Contact person	

6.	Customers list with contact Phone Nos.	1. 2. 3.
7.	Any other details	

1) Delivery: Immediate

2) Validity of the Tender: The prices are to be kept valid for acceptance for 365 days from the date of issuance of P.O.

3) Payment Terms and conditions :

1. The contract is valid for a period of **One year w.e.f acceptance of Work 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 as per Tamil Nadu Transparency in Tender Act.
2. The Successful tenderer shall maintain a delivery challan and have the actual quantity noted at the time of supply by a responsible official of the Corporation.
3. The bill supported by duly acknowledged delivery challans shall be submitted to us once in a month and payment will be made within 30 days from the date of the receipt of bill.
4. The rate shall be kept firm for a minimum period of One year. The rates paid to you will be inclusive of all local taxes, delivery charges, royalties etc. and no extra charges whatsoever shall be entertained by us on account of this supply, as well as driver's batta, vehicle hiring and diesel expenses.
5. Income tax as applicable as per I.T Act, 1961 and any other taxes if any will be deducted from the bills.

The price quoted by you shall be inclusive of all applicable taxes.

Bottom Transit jar - 10 Nos. have to be supplied at free of cost during the contract period.

4) 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".