



NCCF

**भारतीय राष्ट्रीय उपभोक्ता
सहकारी संघ मर्यादित**

**National Co-operative Consumers'
Federation of India Ltd.**

आजादी का
अमृत महोत्सव

27, मिर्जा गालिब स्ट्रीट, (चौथी मंजिल), कोलकाता - 700 016, 27, Mirza Ghalib Street, (4th Floor), Kolkata - 700 016

दूरभाष/Phone : 2252-2841, 2252-1839, फैक्स / FAX : 2252-6472

NCCF:KOL:GROCERY:2022-23/ ई-मेल /E-mail : nccfkolkata@gmail.com

Dated : 17/08/2022

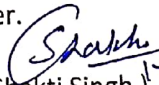
SHORT TENDER NOTICE

Sub. : Supply of Hand gloves (latex & Plastic), Face mask, Bouffant cap, & plastic shoe cover for
Departmental catering units of IRCTC located at Howrah (Including Janaahar & Stores)

NCCF, Kolkata intends to participate in RFQ floated by Indian Railway Catering and
Tourism Corporation Ltd (IRCTC), A Govt. of India Enterprise for supply of the aforesaid items as
per the terms and conditions mentioned by IRCTC.

Interested enlisted, sound and well experienced Supplier(s) of NCCF are requested to
contact to Kolkata Branch immediately alongwith Credential / Work Completion Certificate of
similar work for execution of the work **within 22.08.2022 (upto 12.00 pm) enabling us to submit
the same within stipulated period.**

- Rate is to be quoted for the items INCLUSIVE ALL.
- Selection of Supplier will be made on the basis of Maximum Margin offered for NCCF and lowest rate quoted.
- Other terms and conditions are as per terms of Tender of IRCTC.
- NCCF will be at liberty to distribute the quantity of material/ work (40% maximum) to be supplied among all the technically eligible bidders (bidders who qualify the eligibility criteria and have deposited requisite earnest money alongwith their bids) at the lowest accepted rates by the Tendering organization subject to acceptance of the lowest rates by the bidders other than L1, after acceptance of NCCFs offer by the Tendering Organization.
- NCCF shall be at liberty to terminate the empanelment of the Business Associate if it is found that they have competed with NCCF in a particular bid either directly or in partnership/ JV with some other firm.
- NCCF may accept/ reject the offer without any reason whatsoever.


(Shakti Singh) 17/08/2022
Branch Manager



INDIAN RAILWAY CATERING AND TOURISM CORPORATION LTD.
(A Govt. of India Enterprise)

NO. IRCTC/EZ/PRO/HYGIENE KIT/2022

DATED: 17.08.2022

M/s _____

Sub: Request for quotation (RFQ) for supply of Hand gloves (latex & Plastic), Face mask, Bouffant cap, & plastic shoe cover for Departmental catering units of IRCTC located at Howrah (Including Janaahar & Stores).

IRCTC /EZ intend to take supply of **Hand gloves (latex & Plastic), Ear loop mask, Bouffant cap, & Plastic shoe cover for Departmental catering units of IRCTC located at Howrah (Including Janaahar & Stores).** Fresh Quotations are being invited for supply of above mentioned items for a period of **Six Months** as per following specifications:

1.

S.NO	ITEMS	SPECIFICATIONS	SIX MONTHS CONSUMPTION	SIX MONTHS VALUE (In Rs.)
1	Ear loop mask 2/3 ply	Material : Non woven fabric Size: 175mm X 95 mm 25 gsm	3600 Pcs	7560.00
2	Disposable Plastic Shoe Cover	Material: Virgin plastic/HDPE/LLDPE Free Size, 240 to 250 gsm, W 405 mm x L280 mm	3600 Pcs	10800.00
3	Disposable Plastic Hand gloves	Material: Virgin plastic/HDPE/LLDPE Free Size, 100gsm/25 microns, W 275 mm x L 150 mm	3600 Pcs	2160.00
4	Bouffant cap	12 GMS Nonwoven fabric double elastic Comfortable double string elastic	3600 Pcs	5400.00
5	Disposable Latex hand Gloves	ASTM D 3578 Size Medium/large	3600 Pcs	13500.00
Total Value for Six Month				39420.00

East Zone:

3, Koilaghat Street, Ground Floor, Kolkata – 700 001.
Phone: 2243-9045, Fax: 2243-9046

Corporate Office:

9th Floor, Bank of Baroda Building,
16 Parliament Street, New Delhi -01
Phone: 2331-1623, Fax: 2331-1259



INDIAN RAILWAY CATERING AND TOURISM CORPORATION LTD.
(A Govt. of India Enterprise)

2. Free Delivery at : Departmental Catering units of IRCTC Located at Howrah (Including Janaahar & Stores).
3. Approximate Value : **Rs. 39420 /- (Six Months)**
4. Validity of Contract : **Six Months from the date of Award.**

Note the above material should have Comfort fittings, heat sealing, safe, hygienic and good barrier properties, and dust free.

ELIGIBILITY CRITERIA:

- a. Only those firms who have experience at least 2 years of manufacturing or supplying materials are eligible for given quotation for the above item/items.
- b. Submit Trade License, GST Certificate and in case of MSME submit MSME certificate.

TERMS AND CONDITIONS:

1. The supply should be of good quality and subject to analysis and inspection at the time of receiving at the units.
2. The bidder should quote FOR rates inclusive of GST applicable on the item and the freight, Octroi, duties or any other expenses for delivery of item at the destination(s). The offers with rates not quoted inclusive of duties, taxes, Octroi & freight etc. are liable to be rejected.
3. The contract will be valid for a period of **06 (Six) months** from commencement of supply which may be extended further by **03** month at the sole discretion of IRCTC and terminable with/without notice due to change in policy or otherwise.
4. Corporation does not guarantee any purchase; order will be given as per requirement by respective in-charge or the person nominated for the purpose from IRCTC.
5. The quantity mentioned in the schedule is only approximate and the administration reserves the right to increase/decrease or cancel the quantity as per requirements at its sole discretion, which is not questionable. Supply should be arranged timely according to the requirement as may be intimated by the nominated officer at the catering unit.
6. The supply should be made to the satisfaction of the IRCTC at the Dept. Catering unit. Replacement for products not as per the specifications/requirements or rejected at the time of receiving will have to be made by the supplier otherwise cost of the same will be deducted from the suppliers bill.
7. Each supply should be fresh and of good quality according to the specification as mentioned in this form.
8. Each supply should be of good quality according to the specification as mentioned in this tender form.

East Zone:

3, Koilaghat Street, Ground Floor, Kolkata – 700 001.
Phone: 2243-9045, Fax: 2243-9046

Corporate Office:

9th Floor, Bank of Baroda Building,
16 Parliament Street, New Delhi -01
Phone: 2331-1623, Fax: 2331-1259



INDIAN RAILWAY CATERING AND TOURISM CORPORATION LTD.
(A Govt. of India Enterprise)

9. Following thing should be mentioned in challan i) Brand ii) Batch No iii) Expiry date etc. wherever applicable.
10. Packing should be as per FSSAI Norms.
11. In case supplier is not in a position to supply against indent '**Risk Purchase**' will be made at the cost of manufacturer/supplier, to be deducted from the bill. In addition 2% penalty may also be imposed or entire contract may be terminated by IRCTC/EZ.
12. Minimum fine to the tune of 2% may be imposed on the total value of the material for non supply / short supply / non supply as per specification etc. The fine amount will be deducted from the supplier's bill.
13. **Security Deposit: The successful bidder will have to deposit 3% of the tender/Quotation value as Security deposit and shall be retained during the currency of the contract.**
14. The quotation should be sealed in a packet. The packet containing the quotation should be clearly marked "**Supply of Disposable Hygiene Kit to Dept. Catering Unit at Howrah (including Janaahar & Stores)**" and to be addressed to **Group General Manager, IRCTC/EZ 3, Koilaghat Building, Kolkata-1; by 15:00 hrs on 23.08.2022.**
15. Bills should be presented by the firm on every 10 days basis and IRCTC shall be making payment after verification.
16. **The firm shall accept liabilities for compensation /damages under the Consumer Protection Act or any other law in respect of performance of the services or in respect of any negligence, act/omission on the part of the firm or authorized distributor.**
17. **All the bidders/tenderer should ensure that they are GST compliant and their quoted tax structure / rates are as per GST laws.**
18. **The tax invoice to be issued under GST should contain the information mentioned under GST rules such as name, address and GSTIN of the supplier, serial number, date of issue, name and address of the recipient, HSN code or Accounting Service code, description of the goods or services, quantity, rate, value, tax charged etc. It is suggested that the vendors invoice contains all the particulars as mentioned under the GST Act and Rules for claiming the input credit.**
19. Suitable fine may also be imposed by IRCTC at its sole discretion, in case of non-compliance of any terms and conditions of supply.
20. Any other condition that may be imposed by IRCTC from time to time.
21. The firm will follow all the Govt. Rules, Regulation regarding environmental matters etc.
22. The responsibility of the reconciliation of supplies made, payment, received/pending and deduction made against the bill submitted with IRCTC is with the suppliers. Suppliers are requested to reconcile the bill periodically (monthly).
23. As cent percent inspection is not possible or practicable at the time of supply being bulk supply, the supplier shall replace the material at his own cost, defective/expiry dated if found afterwards on opening of cartons. If the same are not replaced in the reasonable time, the cost thereof will be recovered from supplier's subsequent bills.
24. **Each and every page of the document must be signed and stamped by the bidder.**
25. Responsibility of all statutory liabilities lies with the supplier / company / firm.

East Zone:

3, Koilaghat Street, Ground Floor, Kolkata – 700 001.
Phone: 2243-9045, Fax: 2243-9046

Corporate Office:

9th Floor, Bank of Baroda Building,
16 Parliament Street, New Delhi -01
Phone: 2331-1623, Fax: 2331-1259



INDIAN RAILWAY CATERING AND TOURISM CORPORATION LTD.
(A Govt. of India Enterprise)

26. IRCTC reserves the right to discharge / cancel this process at any stage, without assigning any reason thereof.
27. The Contract may be terminated without/with short notice due to compelling factors like policy change or complaints against supply.
28. The purchaser reserves the right to allot either full or partial quantities to one or more or all suppliers. The number of location of supply may increase or decrease during the currency of the contract.
29. **All the items have to be quoted to qualify; contract will be awarded as per overall composite lowest bid.**



Sr. Executive/Procurement.
For, Group General Manager
IRCTC/EZ/KOLKATA

East Zone:

3, Koilaghat Street, Ground Floor, Kolkata – 700 001.
Phone: 2243-9045, Fax: 2243-9046

Corporate Office:

9th Floor, Bank of Baroda Building,
16 Parliament Street, New Delhi -01
Phone: 2331-1623, Fax: 2331-1259



INDIAN RAILWAY CATERING AND TOURISM CORPORATION LTD.
(A Govt. of India Enterprise)

NO. IRCTC/EZ/PRO/HYGIENE KIT/2022

DATED: 17.08.2022

FORMAT FOR QUOTING RATES FOR DISPOSABLE HYGIENE KIT

I/We _____, having read the terms and conditions stipulated in the Document for supply of Disposable Hygiene Kit to departmental catering units of IRCTC located at Howrah (Including Janaahar & Stores) for a period of **Six (06) Months**.

S.No	Name of the item	Speciation	Brand Name	RATE PER UNIT (inclusive of all taxes and free delivery)
1	Ear loop Mask 2/3 ply	Material : Non woven fabric Size: 175mm X 95 mm 25 gsm		
2	Disposable Plastic Shoe Cover	Material: Virgin plastic/HDPE/LLDPE Free Size, 240 to 250 gsm, W 405 mm x L280 mm		
3	Disposable Hand gloves	Material: Virgin plastic/HDPE/LLDPE Free Size, 100gsm/25 microns, W 275 mm x L 150 mm		
4	Bouffant cap	12 GMS Nonwoven fabric double elastic Comfortable double string elastic		
5	Disposable Latex hand Gloves	ASTM D 3578 Size Medium/large		

**** ALL THE ITEMS HAVE TO BE QUOTED TO QUALIFY; CONTRACT WILL BE AWARDED AS PER OVERALL COMPOSITE LOWEST BID.**

I hereby agree to all the above conditions.

Date:

Place:

(Signature of the Authorised signatory of Supplier)
Name, address and contact details of the Supplier

Stamp of the Firm/Supplier/Agency

East Zone:

3, Koilaghat Street, Ground Floor, Kolkata – 700 001.
Phone: 2243-9045, Fax: 2243-9046

Corporate Office:

9th Floor, Bank of Baroda Building,
16 Parliament Street, New Delhi -01
Phone: 2331-1623, Fax: 2331-1259