



# THE MYSORE PAPER MILLS LIMITED



Materials Division,  
Paper Town, BHADRAVATI 577 302, KARNATAKA.  
Phone : (08282)-270833, Fax: (08282) 270937, 271041 E-mail : mpmpurchase@gmail.com.  
CIN: L99999KA1936SGC000173

## ENQUIRY/ TENDER

1

No : 0051-17/FMT/PWU

Date : 05/03/2018

Due Date: 20/03/2018

Dear Sir,  
Please submit, your quotation for the following materials.

SINo.	ITEM CODE	DESCRIPTION OF MATERIALS	UNIT	QTY.	DELIVERY REQUIRED
1	090002120	GENTS LEATHER SHOES (SUITABLE FOR FORESTRY WORKS). Shoes should have stitching at top and bottom and should not have hard toe-cap. Shoes should be suitable for long walks in forest areas.	PAIR	381	21 Days
2	090002121	LADIES CHAPPALS.  Shoe Size(Pairs): 5(2),6(20),7(85),8(161),9(89),10(24)=381 Chappals Size (Pairs): - - 7(01) - - - - 1 ----- 382 -----	PAIR	1	21 Days

NOTE:- Please see ANNEXURE for other Terms and Conditions in detail.

- N.B: 1) Quotation should be sealed superscribed with our Enq. Ref. due date on the envelope. Fax, Email quotations are liable for rejection  
2) Please quote the item code and description in all future correspondence.  
3) Please indicate details of Make and Brand and standard packing in your offer. Your offer should be valid for 90 days from due date.  
4) The prices to be quoted on FOR-Bhadravati Destination Basis inclusive of packing and forwarding charges and inclusive of freight charges,including INSURANCE IN TRANSIT upto destination Materials should not be despatched through Rail.  
5) If you are unable to quote please send your regret letter (along with our sketch/drawing if any)  
6) Are you a Micro,Small or Medium Enterprise as per MMSE development Act 2006? YES/NO.If yes,pl submit your registration no. or proof of registration

Please show clearly in the quotation item wise unit price, earliest delivery period etc., please specify exact percentage of Sales Tax/Ex,Duty if applicable. Samples should accompany their quotations, wherever possible.In case you have entered into R/C with DGS D, please quote the R/C reference and also send us a copy of R/C along with your quotation. Please also certify that prices quoted are the same applicable to DGS D and other Govt. Department.

Yours Faithfully,  
For The Mysore Paper Mills Ltd.,

Material Division



# THE MYSORE PAPER MILLS LIMITED

MATERIALS DIVISION,



**PAPER TOWN P.O., BHADRAVATI – 577 302, KARNATAKA, INDIA**

Tel: +91 (8282) 271897; 270833 Fax: 270937. Email: mpmpurchase@gmail.com

CIN: L99999KA1936SGC000173

## ANNEXURE TO TENDER/ENQUIRY No.0051-17/FMT/PWU dt.05.03.2017

### 1. Quoted Price:

- (a) The tenderer may quote for one or more items in the format of quotation attached.
- (b) **Delivery** should be within **21 days** of LOI and on **F.O.R. MPM site, Bhadravati**, i.e., on Freight Paid, insurance covered basis. All duties, taxes and other levies payable by the tenderer (including GST on the finished goods) shall be included in the item rate.
- (c) The rates quoted for each item (other than taxes and duties) shall be fixed for the duration of the contract and shall not be subject to any adjustment.
- (d) Rates for supply of partial quantity of an item is not acceptable.
- (e) Corrections if any shall be made by crossing out, by rewriting with dated signature.
- (f) Cable or Facsimile quotations are not acceptable.

### 2. Each tenderer must submit only one quotation.

### 3. **Validity of quotations:** The quotation shall remain valid for a period not less than 90 days after the deadline fixed for submission of quotations.

### 4. **Evaluation of quotations:** The Purchaser will evaluate and compare the quotations determined to be substantially responsive i.e., which are properly signed, and conform to the terms and conditions and specifications in the following manner:

- (a) The pre-qualified tenderer will be considered for further evaluation. Technically acceptable lowest offer among pre-qualified tenderers will be considered for ordering.
- (b) The evaluation will be done including the GST. If the tenderer has not included the Sales tax in his quotation for the item rate, and has also not indicated the rate of Sales tax applicable, the quoted rate will be treated as though it is inclusive of the Sales tax and no extra payment for Sales tax will be made.
- (c) In case of any **deviation in the Payment Terms**, Purchaser reserves the right to reject the offer or accept the same at its entire discretion, with due loading on the quoted price to arrive at landed price, for the purpose of comparison. The estimated freight, insurance, charges, excise duty, GST, etc., not covered in the offer shall be added to the quoted price to arrive at the landed price. Further, if any earlier payment than what is indicated in the tender is sought by tenderers, **interest at 18% per annum would be loaded for earlier payment and compared with the prices.**
- (d) The evaluation would be done for each item separately. The tenderer who has quoted for partial quantity of an item would be treated as non-responsive. Purchaser will award the contract for each item separately to the lowest responsive tenderer for that item.

### 5. **Qualification Criteria:**

- (a) The tenderer should have supplied minimum 500 pairs of Gents Shoes similar to the tendered footwear, in any one year out of past three years (2016-17, 2015-16 and 2014-15). Copies of orders should be attached in support of this.
- (b) The tenderer should furnish free sample (non-returnable) of Gents Shoes and Ladies Chappals required for examination and approval for further evaluation by the purchaser.

**6. Conditions of Supply:**

- (a) Sample shoes/chappals should be approved and accepted by the indentor before issue of orders.
- (b) Supplier has to supply 5% extra footwear of all sizes and after distribution, remaining quantity of footwear shall be taken back by the supplier.
- (c) Each pair of Shoes/Chappals has to be supplied in separate carton box along with cloth carry bag.
- (d) Size variation, if any, will have to be replaced free of cost immediately by the supplier.

**7. Warranty:** Supplier should give warranty and guarantee for a period of one year from the date of receipt against any manufacturing defects/size variation and repairs, if any.

**8. Payment Terms:** Payment shall be made within 30 days of receipt of the goods at MPM site for the quantity accepted.

**9. Performance Security:** Supplier should furnish 5% of the order value as Performance Security by way of Bank Guarantee towards warranty/guarantee obligation which shall remain valid up to 60 days after completion of warranty/guarantee period of one year from the date of supply.

**10. Penalties:** In case of failure of delivery as per schedule, the Purchaser has an option as under, either:

- i) To levy Liquidated Damages at the rate of 0.5% per week for each week's delay subject to maximum of 5% on the total value of the order/contract,

**OR**

- ii) To cancel the order and procure from alternative sources at the sole risk and cost of the supplier.

**11. Award of contract:**

- (a) The Purchaser will award the contract to the tenderer whose quotation has been determined to be substantially responsive and who has offered the lowest price as per para-4(a) above. The Purchaser reserves the right to issue order on more than one supplier.
- (b) The Purchaser reserves the right at the time of contract award to increase or decrease the quantities of the items indicated in para 1 above by 25% without any change in the unit price or any other terms and conditions.
- (c) The Purchaser prior to the expiration of the quotation validity period will notify the tenderer whose quotation is accepted for the award of contract. The terms of the accepted offer shall be incorporated in the Purchase Order.
- (d) Notwithstanding the above, the Purchaser reserves the right to accept or reject any quotations and to cancel the quotation process and reject all quotations at any time prior to the award of the contract.

**12. Last date and time of receipt of quotations: 20.03.2018 by 4.00 PM**

Tenderers are requested to submit the sealed quotations superscribed on the envelope as

**“Quotation for Enquiry/Tender No: ..... Due on.....”**

Sd/-  
Asst. General Manager (Matls) i/c.

Encl: Format of Quotation

**FORMAT OF QUOTATION on SUPPLIER'S LETTER-HEAD**

Sl. No.	Description of goods/ Brief Specification	HSN Code	Quantity and Unit	Price for each Unit in Rs.				Total Amount (Qty x Unit Price) [ 4 x 8]
				Ex- factory/ Ex-warehouse Ex- Showroom/ off the shelf	Inland transportation, insurance and other local costs incidental to delivery	Amount of GST @ _____% on (5)+(6)	Unit Price (5+6+7)	
1	2	3	4	5	6	7	8	9
1								
2								
	TOTAL →							

1. We agree to supply the above goods in accordance with the technical specifications for the total price shown against the item(s) for which quotations have been submitted, within the period specified in the Invitation for Quotations.
2. We also confirm that the normal commercial warranty/guarantee of ..... months shall apply to the offered goods.
3. We have read the document in full and agree to all the Terms and Conditions of this Tender.

(Signature of Tenderer)

Date: .....

**Name & Address of the Firm:** .....

**Mobile No:**

**Email id :**

PAN No. \_\_\_\_\_

GST No. \_\_\_\_\_