

COCHIN PORT AUTHORITY
GENERAL ADMINISTRATION DEPARTMENT
Cochin-682 009
Tele 0484-2666412, 04842582100

E-TENDER NOTICE

संख्या/No.D5/Printing/2022-S

दिनांक/dt. 25.07.2022

Sub : **Electronic tenders (e-tenders) are invited for “Annual rate contract for Printing and Binding Works of Cochin Port Authority” in 2 cover system for a period of one year”.**

1.TENDER NOTICE

- 1.1 Electronic tenders (e-tenders) are invited by the Secretary, Cochin Port Authority, Willingdon Island, Cochin 682 009 from eligible Printing contractors for **“Annual rate contract for printing and Binding Works of Cochin Port Authority”**. The scope of work includes Printing of various forms, registers, bills and binding of registers as shown in **(Annexure-I)** for Cochin Port Authority for one year, from the date of award of the contract or acceptance of the work order. The contract may be extended by Cochin Port Authority for a further period of one year on the same Terms & Conditions, subject to satisfactory performance of the contractor.
- 1.2 Tender documents can be downloaded from the e-tendering portal www.tenderwizard.com/COPA.
- 1.3 The bidders should have a valid digital signature certificate (Class –I or Class-II) issued by any of the valid Certifying Authorities to participate in the online tender.
- 1.4 The bids should be uploaded in electronic form only through e-tender portal www.tenderwizard.com/COPA.
- 1.5 Cost of tender document Rs.2000 + GST@ 18% and Earnest money Deposit (EMD) Rs.5,030/- (Rupees Five thousand and thirty only) to be remitted in the form of Banker’s cheque or Demand Draft (DD) issued by Nationalized/Scheduled banks drawn in favour of FA & CAO, Cochin Port Authority, payable at Cochin as two separate DD/Banker’s cheque.
- 1.6 Two separate DD/Banker’s cheque towards Cost of Tender Document and EMD (as mentioned in clause 1.5 above) shall be submitted to Secretary’s Office before the scheduled date and time of opening of the bid, failing which the bid will be rejected.
- 1.7 Scanned copy of DD/Banker’s cheque towards Cost of Tender Document and EMD (as mentioned in clause 1.5 above) shall also be uploaded in the e-tender portal www.tenderwizard.com/COPA, failing which the bid will be rejected.

- 1.8 The bidders need to obtain one time User ID & password for log-in to e-tendering portal www.tenderwizard.com/COPA from the service provider KEONICS, by paying registration amount of Rs.1180/-through online payment using credit/debit card/Net banking or DD in favour of "KSEDCL, Bangalore". The details of e-tender facilitator is available through Telephone Nos.080 40482000/09746118529.
- 1.9 The tenders shall be submitted "online" strictly in accordance with the Instructions to Tenderers and other terms & conditions given in the tender document.
- 1.10 The bidders shall submit scanned copy of all the required documents such as DD/Banker's cheque towards the cost of tender document and EMD: proof of experience etc. in the e-tender portal www.tenderwizard.com/COPA. Price Bid (Annexure I) shall be submitted online separately.
- 1.11 Time schedule for various activities in connection with this tender will be as shown above.
- 1.12 Availability of Tender Document: www.tenderwizard.com/COPT from 27.07.2022 to 17.08.2022 up to 2.30 PM.

Sd/-
सचिव /SECRETARY
For and on behalf of
The Board of Major Port Authority for Cochin Port
Phone :0484-2582117