



नेशनल टेक्सटाइल कॉर्पोरेशन लिमिटेड NATIONAL TEXTILE CORPORATION LIMITED

(भारत सरकार का उपक्रम / A Govt. of India Undertaking)

Divisional office - 160A & 160B, Sri Ram Nagar,
G.T. Road, Shahadara, Delhi – 110032

Phone: +91-11-22124026

Fax: +91-11-22574608

Email: ntc.do.delhi@gmail.com

CIN NO: U74899DL1968GOI004866

NTC/DOD/Mktg./2018-19/ 46

Dated- 09.10.2018

Tender Date- 09.10.2018

Tender Due Date- 16.10.2018 (Time Till 3:00 PM)

Tender Open Date – 16.10.2018 (Tender Open Time 4:00 PM)

SUPPLY OF TOWEL TO NTC ON SOR BASIS.

The objective of National Textile Corporation Limited (NTC) is to procure Textile Products. NTC intends to roll out products to various national Retail chains of 86 stores as well through other strategic approved distribution channel. Ininitially we will roll out the products in NTC stores of DO Delhi region. Manufacturer/supplier with apparel and textile experience will be considered.

Manufacturer/supplier may apply against one or more products in the tender.

The supplier will have following key objective –

1. Supply textile retail related materials for NTC stores exclusively / Sale Counters.
2. Supply the material with necessary product of the current fashion trend as according to the customer's demand.
3. The manufacturer/supplier will have to work according to the sales report/planning of NTC team.
4. Maintain customer satisfaction by providing high quality products to NTC.
5. Supply of Products in pan India including Tier 1, 2, 3 cities, wherever NTC intends to have its retail outlet / Sale counters.

SCOPE OF WORK FOR MANUFACTURER/SUPPLIER TO SUPPLY ON SOR (Sale on Return) Basis

The manufacturer/supplier should give due importance to the key objectives stated above. The scope of work for the supplier is mentioned below but not limited to the following –

1. Supply of Products of current trend/ style as per NTC's requirement.
2. Coordinate with NTC's design team.
3. Production/supply of material as per the NTC's weekly/monthly plan.
4. Regular updation to be followed as per NTC requirements and directions to fulfill customer satisfaction.
5. Maintenance of high quality products as per NTC's requirement.
6. Products supply should be in accordance with the given time frame.
7. The supplier will have to work on SOR (Sale on Return) basis.
8. Any type of defects would not be considered in the actual count of the product and will be on the supplier's account.
9. Packaging of the products needs to be clean/ proper and attractive with all the required statutory norms to be adhered to.



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ROLE OF NTC

1. Providing all the details on the product requirement, planning, packaging requirement according to the current trend. (The requirement can be given keeping in mind the current trends as well as the fashions)
2. Order to be placed keeping in mind the current market trend/available stocks at various depots/centers etc.
3. Provide policy and guideline to manufacturer/supplier governing the supply.
4. Continuous process of improvement in the product and its operational execution based on the feedback provided and what is deemed fit.
5. Provide regular update on the products according to the customer demand.
6. Provide product requirement to the manufacturers/suppliers as per the sale of products.

OTHER TERMS AND CONDITIONS

1. Supplier should submit samples to NTC with quoted price indication on tags.
2. The supplies will be made on SOR (Sale on Return) Basis.
3. NTC would decide the MRP of the products.
4. The handover of goods will be taken at NTC – RMD warehouse or NTC retail showroom whichever is deemed fit as per requirement and all transportation expenses to and fro will be borne by the manufacturer/supplier.
5. Payments will be made at fortnight basis on the basis of original sales that happen during that period of time.i.e. Payments for the last fifteen (15) days sale shall be made in the current month only to the amount sales done in the period.
6. 100% unsold goods will be returned to the manufacturer/supplier after 6 months and all transportation expenses for the same will be borne by manufacturer/supplier.
7. NTC reserves the right to accept or disqualify any of the bid or products, as deemed fit or suitable by NTC, without assigning any reasons thereof.

PROCUREMENT

The manufacturer/supplier should be in a position to supply the below products of any quantity as and when required by NTC.



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Sr. No.	Particulars	Size	Shade/Design	Delivery
1	Towel (100% Cotton)			
A	Terry Towel	35×70	Different Shades Printed and Dyed	20 days or earlier
B	Terry Towel	30×60	Different Shades Printed and Dyed	20 days or earlier
C	Terry Towel	27×54	Different Shades Printed and Dyed	20 days or earlier
D	Terry Towel	23×46	Different Shades Printed and Dyed	20 days or earlier
E	Terry Towel	16×24	Different Shades Printed and Dyed	20 days or earlier
F	Terry Towel	13×21	Different Shades Printed and Dyed	20 days or earlier

ARBITRATION CLAUSE

Any dispute or difference what so ever arising between the parties out of or relating to the conclusion, meaning scope, operation, or effect of the contract or breach thereof shall be settled by arbitration in accordance with the rule of Arbitration or the Indian council of arbitration and the award made in pursuance, thereof shall be binding on the parties.

JURISDICTION CLAUSE

The Law of Union of India shall govern all matters relating to the proposed contract of work. Only courts at New Delhi shall have the jurisdiction to decide or adjudicate on any matter, which may arise.

TERMINATION OF DEFAULT CLAUSE

NTC may without prejudice to any other remedy for breach of PO of work by written notice of default to the vendor, terminate the contract in whole or in part.

PO AMENDMENT

No variation in or modification of the terms of the contract shall be made except by written amendment signed by the parties. The vendor shall notify the NTC in writing of all the sub-contracts awarded under the work



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contract if not specified in his bid. Such notifications, in his original bid or later, shall not relieve the vendor from any liability or obligation under the contract.

FORMAT OF SUBMISSION OF OFFER

The interest parties should submit the offer which shall comprise of the following:

- a. Letter of Expression of Interest as per Form I
- b. Statement of legal capacity as per Form II
- c. Request for qualification as per Form III
- d. **Earnest Money Deposit in form of Demand Draft to be drawn in favour of "National Textile Corporation Ltd", payable at New Delhi for Rs. 10,000/- (Rupees Ten thousand only).**

The form should be duly signed by the interested party.

The Request for Qualification should be duly filled in and accompanied by the following details:

- a. Name and Profile of the Manufacturer/supplier.
- b. Certificate (on the letterhead of the interested party) stating that there has been no indictment by any income tax, sales tax, customs, excise or any other regulatory authorities (please give details of the individual cases of indictment, if any). Kindly refer format given in Form IV.
- c. Any other information considered material.

The offer must be submitted in duplicate and each copy shall be bound in a separate volume. Submission of the aforesaid documents by fax, e-mail or any other electronic means will not be acceptable. The offer duly completed along with the details should be submitted not later than 03:00 Hours (IST) on 09.10.2018, in a sealed envelope superscribed "Private and Confidential – Offer for supply of Towel to NTC on SOR basis" along with tender number at the following address:

**Divisional Manager,
Divisional office - 160A & 160B, Sri Ram Nagar G.T. Road,
Shahdara, Delhi – 110032
Email: ntc.do.delhi@gmail.com**

It is the responsibility of the interested party alone to ensure that the offer with required documents is delivered at the above mentioned address on or before the stated time and date. NTC shall not be responsible for non-receipt of any correspondence.

DISQUALIFICATIONS

a) NTC shall not entertain for the purpose of qualification, an offer that in its considered opinion, does not seek to achieve the NTCs underlying objective.



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b) An offer that is found to be incomplete in content or attachments or authenticity shall not be considered for the purpose of qualification.

c) Without prejudice, an interested party may be disqualified and its offer dropped from further consideration for any of the reasons listed below –

- Material misrepresentation by such party in the EOI, RFQ, SLC and/ or indictment statement.
- Failure by such party to provide the information required to be furnished in the EOI, RFQ, SLC and indictment statement.
- Submission of EOI, RFQ, SLC and indictment statement in respect of any party twice.
- If any information becomes known after the interested party has been qualified which would have entitled NTC to reject or disqualify the relevant party NTC reserves the right to reject the interested party at the time or at any time after such information becomes known to NTC.
- The interested parties not satisfying the eligibility and requisite qualification criteria specified in the above sections are not eligible.

OTHER TERMS AND CONDITIONS

- a. This document constitutes no form of commitment on the part of the NTC other than to provide further information on the tender. Furthermore, this document confers neither the right nor an expectation on any party to participate in the proposed process of inviting external investment.
- b. NTC reserves the right to withdraw from the process or any part thereof, to accept or reject any /all offer(s) at any stage of the process and/or modify the process or any part thereof or to vary any terms without assigning any reasons. No financial obligations will accrue to NTC in such an event. NTC shall not be responsible for non-receipt of correspondence sent by post / e-mail / courier /fax.
- c. The interested party shall bear all costs associated with the preparation and submission of the offer. NTC shall not, under any circumstances, be responsible or liable for any such costs, whether direct, incidental or consequential.
- d. NTC shall issue purchase orders as and when required.
- e. Price offered will be valid for Six Months.

FURTHER PROCESS

- The offer submitted by interested parties shall be evaluated on the basis of NTC's underlying objective for procurement from Manufacturer/supplier together with the criteria specified in this document. NTC reserves the right to reject, without assigning any reason whatsoever, any offer which, in its sole judgment, does not meet NTC's underlying objective.
- If at any time during the evaluation process, NTC requires any clarification, it reserve the right to request such information from any or all of the interested parties and the interested parties will be obliged to provide the same within a reasonable timeframe.
- Based on an evaluation of the offers received, interested parties, which are deemed fit ("qualified interested parties" or "QIP"), will be qualified to participate in the subsequent selection process (without conferring any right or expectation whatsoever to the QIP). All QIPs will be required to execute a Confidentiality Undertaking. Please note the Scope/Criteria mentioned above is not exhaustive and NTC reserves the right to increase or decrease the same to meet the underlying objective.



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ENQUIRIES

1. For more information and details bidders can contact to NTC Divisional Office, 160A & 160B, Sri Ram Nagar G.T. Road Delhi-110032.(Contact No. 011-22124026).

ACKNOWLEDGEMENT BY APPLICANT

It shall be deemed that by submitting the Application, the Applicant has:

1. Made a complete and careful examination of the RFQ;
2. Accepted the risk of inadequacy, error or mistake in the information provided in the RFQ or furnished by or on behalf of the Corporation relating to any of the matters referred to in section on other terms and conditions mentioned above; and
3. Agreed to be bound by the undertakings provided by it under and in terms hereof.

ANNEXURE

FORM-I: LETTER OF EXPRESSION OF INTEREST (EOI)

(To be forwarded on the letterhead of the interested party submitting the Eoi)

Reference No. _____

Date _____

Divisional Manager,
Divisional office - 160A & 160B, Sri Ram Nagar G.T. Road,
Shahdara, Delhi – 110032
Email: ntc.do.delhi@gmail.com

SUB: OFFER FOR SUPPLY OF TOWELS TO NTC ON SOR BASIS.

Sir,

This is with reference to the advertisement dated _____.

As specified in the advertisement, we have read and understood the contents and Guidelines for EOI and are desirous of participating in the above process:

We propose to submit our offer as _____ (insert name of interested party)

We certify that we have not been convicted by a Court of law or indicted or adverse orders passed by a regulatory authority which would cast a doubt on our ability which relates to a grave offence that outrages the moral sense of the community. We further certify that no investigation by a regulatory authority is pending either against any of us or against our sister concerns or against any of our CEOs or any of our Directors/Managers/



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Employees. We undertake that in case due to any change in facts or circumstances during the pendency of the process for invitation, we are attracted by the provisions of disqualification in terms of the subject guidelines; we would intimate NTC of the same immediately. The Statement of Legal Capacity, Request for Qualification and Statement as regards to any indictment by any regulatory authorities, as per formats indicated hereinafter, duly signed by us/respective members, who jointly satisfy the eligibility criteria, are enclosed.

We shall be glad to receive further communication on the subject.

Yours faithfully,

Authorized Signatory

For and on behalf of the party

Enclosure:

1. Statement of Legal Capacity
2. Request for Qualification
3. Statement as regards to any indictment by any regulatory authorities.

FORM-II: STATEMENT OF LEGAL CAPACITY (SLC)

(To be forwarded on the letterhead of the interested party submitting the EoI)

Reference No. _____

Date _____

Divisional Manager,
Divisional office - 160A & 160B, Sri Ram Nagar G.T. Road,
Shahdara, Delhi – 110032
Email: ntc.do.delhi@gmail.com

SUB: OFFER FOR SUPPLY OF TOWEL TO NTC ON SOR BASIS.
Sir,

This is with reference to the advertisement dated _____

As specified in the advertisement, we have read and understood the contents and Guidelines for offer and pursuant to this hereby confirm that:

We satisfy the eligibility criteria laid out in the Guidelines for EOI.



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We have agreed that _____ (insert individual's name) will act as our representative on our behalf and has been duly authorized (vide Board Resolution dated _____) to submit this letter. Further, the authorized signatory is vested with requisite powers to furnish such letter and Request for Qualification and authenticate the same.

Yours faithfully,

Authorized Signatory

For and on behalf of (party)

FORM-III: REQUEST FOR QUALIFICATION – PROFILE (RFQ)

(To be submitted in respect of interested party)

Name of the interested Party /Member _____

1. Constitution (Tick, wherever applicable)

- (i) Public Limited Company
- (ii) Private Limited Company
- (iii) Others, if any (Please specify)

2. Details of Shareholding.

3. Business description: (Should also cover the following)

Organization Mission, Vision and Strategic Objectives, Product / services portfolio, India and International presence, Number of full / part time employees, Awards and recognitions, Corporate Social Responsibility Programs: (Interested party may use separate page for writing business description – not to exceed 5 pages).

4. Date & Place of incorporation :

5. Date of commencement of business :

6. Number of years of operations:



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7. Full address including phone number./fax number

Registered Office:

Head Office:

8. Address for correspondence :

Yours faithfully,
Authorized Signatory
For and on behalf of the (party)

Place:

Date:

To be put as annexure as a part of Form III:

a. Certificate (on letterhead of the interested party) stating that there has been no indictment by any income tax, sales tax, customs, excise or any other regulatory authorities (please give details of the individual cases of indictment, if any). Kindly refer format given in Form IV.

FORM - IV: STATEMENT AS REGARDS TO ANY INDICTMENT BY ANY REGULATORY AUTHORITIES

(To be forwarded on the letterhead of the interested party submitting the EoI)

Date _____

Divisional Manager,
Divisional office - 160A & 160B, Sri Ram Nagar G.T. Road,
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We certify that there has been no indictment by any income tax, sales tax, customs, excise or anyother regulatory authorities{except as stated below:}*

Yours faithfully,

Authorized Signatory

For and on behalf of party

Name:

Designation:

Address & Contact Number:

* Delete, if not applicable.