



CENTRE FOR DEVELOPMENT OF IMAGING TECHNOLOGY (C-DIT)

Chitranjali Hills, Thiruvallam, Thiruvananthapuram-27

Phone: 0471-2380910, 912

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No. C-DIT/03/OIP/PACKING/2025-26/T807

Date: 28.03.2026

TENDER NOTICE

**SUPPLY OF 3 PLY CORRUGATED CARTON BOXES FOR
PACKING SECURITY DOCUMENTS**

Sealed tenders are invited from competent and experienced manufacturers/suppliers for the **supply of 3 Ply Corrugated Carton Boxes for packing security documents** on running contract basis, at C-DIT. The envelopes containing the tender should bear the superscription "***Tender for supply of 3 Ply Corrugated Carton Boxes for packing security documents***" and should be addressed to The Registrar, Centre for Development of Imaging Technology (C-DIT), Chitranjali Hills, Thiruvallam, Thiruvananthapuram 695027. Intending tenderers may submit the tenders in the prescribed format by post/hand. Last date for receipt of tenders is **06.04.2026, 03.00 PM**. Late tenders will not be accepted. The tenders will be opened at **03.30 PM on 06.04.2026** in C-DIT office in the presence of the tenderers or their authorized representatives who may be present at that time. Details of the requirements can be downloaded from our website www.cdit.org

Thiruvananthapuram

28.03.2026

Sd/-

REGISTRAR



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TENDER TERMS

**TENDER FOR SUPPLY OF 3 PLY CORRUGATED CARTON BOXES
ON A RUNNING CONTRACT BASIS**

I. GENERAL TERMS AND CONDITIONS

1. This Tender is invited, **“For the supply of 3 ply corrugated carton boxes” at C-DIT campus, on a running contract basis.**
2. C-DIT reserves the right to cancel any or all tenders at any time if so required, without assigning any reason whatsoever

II. ELIGIBILITY CRITERIA OF TENDERER

1. The bidder shall be a manufacturer or authorized supplier of corrugated carton boxes.
2. The bidder shall have prior experience in similar supply works.
3. Bidder must have a valid GST Registration and PAN. The copies of the same shall be submitted along with tender document.
4. An undertaking to the effect that the bidder has not been blacklisted by any of the department/organizations/PSUs/institutions of the Govt. of India/State Govt. (Submitted in company Letterhead)

III. SCOPE OF WORK

Supply of 3 ply corrugated carton boxes at C-DIT campus, Thiruvallam, Thiruvananthapuram on a running contract basis as and when required for a period of one year.

IV. REQUIREMENT DETAILS

Item No. 1: 3 Ply Corrugated Carton Box for Strip Seal

Item No. 2: 3 Ply Corrugated Carton Box for Certificates

- **Quantity Required:** 1 Year approximately

Sl. No.	Items	Required quantity for 1 year (expected)
1	3 Ply corrugated carton Box for strip seal	1500 No.s
2	3 Ply corrugated carton Box for certificates	2000 No.s

V. SPECIFICATIONS:

- Type: 3 Ply Die Cut Carton
- Material: Micro Flute Corrugated Paper Board (E Flute)
- Size: 30.5 cm × 5 cm × 21.5 cm
- Special Feature: Accents to support bundled loop of certificates

Layer	GSM	BF	Shade
Top Layer	230	18	White Duplex
Flute Layer	160	18	Natural Shade
Liner Layer	160	18	Natural Shade

VI. OTHER TERMS AND CONDITIONS

1. The undersigned does not bind himself to accept the lowest tender and reserve himself the rights of accepting the whole or any part of the tender and the bidder shall be bound to supply the accepted item at the rates quoted. C-DIT reserve the right to split the quantity of items to be supplied among one or more bidders, at the sole discretion.
2. The bidders will be responsible for effecting providing to the entire satisfaction of the undersigned or his authorized representatives. In case any defect in the item provided is noticed, such item will be rejected at the risk and cost of the supplier.
3. **The bidder shall submit the price offers in "Form A" in a sealed envelope.** The rate quoted for supply/work shall be firm and no enhancement will be allowed under any

circumstances. Rates quoted by the tenderer shall be valid for a period of Six months from the date of opening of the tender.

4. The rate quoted by the bidder shall be inclusive of GST, transportation, loading/unloading, and delivery charges.
5. No advance payment will be made against supplies.
6. **Supply:** Items are to be supplied at C-DIT Main Campus, Thiruvallam, Thiruvananthapuram and price should be quoted for onsite supply.
7. **Requirement:** Anticipated yearly requirement of the raw materials will be vary depends on the requirement.
8. Supply order will be placed to the successful bidder for the proportionate quantity either on monthly or on quarterly basis, based on the requirement from time to time.
9. The bidder should quote for either all items in Category 1, all items in Category 2, or all items in both categories. The bidder will be selected based on the overall evaluation of their offer for each category or both categories combined.
10. **The Work Order will be placed as and when required on demand basis during the period of contract.**
11. **After the placement of running contract, formal work orders will be placed for the supply of carton boxes to the consignees as and when required, and reserve right to issue work order for any quantity of items in the running contract and payment shall be made against the work order.**
12. Any supply order received from C-DIT should not be sub-let to others as sub contract without prior approval obtained from C-DIT in writing.

13. VALIDITY OF RATES:

The quoted rates shall be valid as specified (including any extensions thereof) from the date of opening of Technical Bid for C-DIT acceptance and for the successful Tenderer, till completion of contract in all respects. No escalation shall be entertained at any stage of the contract.

14. COLLUSIVE OR FRAUDULENT TENDERS:

In case it appears to the OWNER, after examining the tenders received, that any 2 (two) or more tenders are collusive or otherwise manipulated to the disadvantage of the OWNER and against the spirit of ethical competition, the OWNER reserves the right to summarily reject such tenders. It shall not be incumbent on the OWNER to prove any collusion or other malpractice in this regard.

- 15. Contract period:** Initially for one year, extendable up to two years, on mutual consent, subject to satisfactory performance of the firm during the contract period.
- 16.** If the bidder furnishes wrong and/or misleading data, statement(s) etc. about technical acceptability of the goods and services offered by it, its tender will be liable to be ignored and rejected in addition to other remedies available to the purchaser in this regard.
- 17.** Any dispute / differences between the parties arising out of and in connection with the contract shall be settled amicably by mutual negotiations. Unresolved disputes/ differences, if any, shall be settled by Arbitration and the arbitration proceedings shall be conducted at Thiruvananthapuram (India) in English language, under the Indian Arbitration and Conciliation Act (Amendment), 2015.
- Unsettled disputes will be referred to courts and courts in Thiruvananthapuram/ Kerala will have exclusive jurisdiction over the same.
- 18. Payment:** Full payment within 15-30 days' time after successful supply per the work order and submission of invoice.
- 19. Agreement:** The Successful bidder within 7 days of getting confirmed work order has to enter an agreement with C-DIT in ₹ 200 worth non judicial stamp paper.
- 20. Authority:** The authority for the acceptance of the tender rests exclusively with the C-DIT. The C-DIT does not undertake to accept the lowest or any particular tender or to assign any reason whatsoever for the rejection of any tender.
- 21. The last date for submission of tender 06.04.2026 3.00 PM. The tender will be opened on the same day at 3.30 PM**

22. At any time prior to the deadline for submission of tenders, the C-DIT may, for any reason deemed fit by it, modify/amend the tender documents by issuing suitable amendment(s)/ corrigendum's to it. Corrigendum to this tender shall be published in the site www.cdit.org. Prospective bidders are advised to regularly visit the website: www.cdit.org to keep track of corrigendum, if any.

23. In case of doubt:

If the bidder has any doubt on technical specifications or on terms & conditions stipulated above, please contact **Sri. Sajan Ambadiyil, Head, OIP Division in Mobile Number: 9447301343**

Sd/
REGISTRAR, C-DIT
Dated 28.03.2026



CENTRE FOR DEVELOPMENT OF IMAGING TECHNOLOGY (C-DIT)
Chithranjali Hills, Thiruvallam P.O., Thiruvananthapuram – 695 027

No. C-DIT/03/OIP/PACKING/2025-26/T807

Date: 28.03.2026

FORM – A

Sl. No	Item Description	Quantity	Unit Rate (Rs.)	Total (Rs.)
1	Carton Box for Strip Seal	01		
2	Carton Box for Certificates	01		

Name of the Bidder :

Address :

Phone No. & e-mail id :

Date

Office Seal

Signature