



भारतीय कपास निगम लिमिटेड

THE COTTON CORPORATION OF INDIA LIMITED

(भारत सरकार का उपक्रम/A Government of India Undertaking)



शाखा कार्यालय : 'कपास भवन' 158-185, डिस्ट्रिक्ट सैन्टर, जवाहर नगर, श्रीगंगानगर -335001

Branch office : "KAPAS-BHAWAN" 158-185 DISTRICT CENTRE, JAWAHAR NAGAR, SRIGANGANAGAR – 335001

दूरभाष/Phone: 0154-2463377, 2462843, 2461741 email : sriganganagar@cotcorp.com

निगमित पहचान संख्या: U51490MH1970GOI014733, वैबसाईट/website: www.cotcorp.org.in,

No.CCI/SGNR/Phy. Stock Verification/2025-26/

Date- 11 February, 2026

TENDER FOR CARRYING OUT PHYSICAL VERIFICATION OF STOCKS

स्टॉक का भौतिक सत्यापन के लिए निविदा सूचना

भारतीय कपास निगम लिमिटेड, शाखा कार्यालय श्रीगंगानगर के अधिकार क्षेत्र के अंतर्गत विभिन्न केंद्रों पर 31 मार्च 2026 को भंडारित सभी प्रकार की कपास गांठें, कपास, लींट, बिनोला, हेसियन/ ग्रे क्लॉथ, तिरपाल आदि स्टॉक के भौतिक सत्यापन करने के लिए राजस्थान राज्य में सक्षम लेखा परीक्षा फर्मों से दो बिड-प्रणाली के अंतर्गत मुहरबंद निविदाएं आमंत्रित करता है।

फर्म निर्धारित प्रारूप में सीलबंद निविदाएं प्रस्तुत कर सकती है। सहायक महाप्रबंधक को संबोधित "स्टॉक के भौतिक सत्यापन के लिए निविदा" उपरिलिखित मुहरबंद निविदाएं 05 मार्च 2026, को 2:30 PM बजे तक भारतीय कपास निगम लिमिटेड, कपास-भवन 158-185, जवाहरनगर, श्रीगंगानगर-335001 में रखे गए निविदा बॉक्स में डाली जा सकती हैं। जो उसी दिन 3:00 PM बजे उपस्थित निविदाकर्ताओं की उपस्थिति में खोली जाएगी।

The Cotton Corporation of India Limited invites sealed tenders in two-bid systems from **competent auditing firms in the state of Rajasthan** for carrying out physical verification of its stocks of all kinds of cotton bales, kapas, lint cotton, cotton seed, hessian/grey cloth, tarpaulins, etc., on 31st March 2026, stored in various **centers under the jurisdiction of Branch Office, Sriganganagar.**

The firm may submit sealed tenders in the prescribed format. Sealed tenders superscribing "**TENDER FOR CARRYING OUT PHYSICAL VERIFICATION OF STOCKS,**" addressed to **Assistant General Manager**, may be dropped in the Tender Box kept at **KAPAS-BHAWAN 158-185 District Centre, Jawaharnagar, Sriganganagar** on or before **05th MARCH 2026**, up to 2:30 p.m., which will be opened on the same day at 3:00 p.m., in the presence of tenderers who wish to remain present.

ASSISTANT GENERAL MANAGER

TENDER FOR CARRYING OUT PHYSICAL VERIFICATION OF STOCKS

TECHNICAL BID:I

(SPECIFICATIONS)

A. Eligibility Criteria:

- The firm should be an Independent Chartered Accountant firms having valid certificate of practice from CA institute and must have minimum 3 years' experience.
- The firm or any partner of the firm having stake in any godown which was given to the CCI for storage purpose, shall not be entitled to participate in this tender. A self-declaration to this effect must be enclosed with Technical Bid-I.
- Self-attested copy of PAN & GST number is mandatory along with Technical Bid- I.
- The firms appointed as internal auditor in any of the branch of the corporation will not be eligible for participation in the tender. A self-declaration to this effect must be enclosed with Technical Bid-I.

B. General Information

1) whether the firm has office in State :

YES	NO
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If yes, please furnish the following details:-

- i) Name of the Organization/Firm _____
- ii) Year of Establishment _____
- iii) Contact person _____
- iv) Address of the Registered Office. _____
(with phone/mobile no., fax nos. and email id)

2) Whether Firm or any partner of the firm has given their godowns to CCI for storage purpose.

YES	NO
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3) Whether Constitution of firm has been enclosed :

YES	NO
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4) (a). Name and Address of Bankers

(b). Account No. _____

(c). MICR code _____

(d). IFSC code _____

OTHER TERMS

- 1) The firm or any partner of the firm, who has given their godowns to the CCI for storage purpose, shall not be entitled to participate in this tender as it will adversely affect the independence of the Firm to carry out physical verification of the stocks.
- 2) The firm shall be required to carry out physical verification of the stocks of the Corporation as on 31st March, 2026 in respect of all centers/ G&P Factories / other destinations under the jurisdiction of **Branch Office Sriganaganagar**. For physical verification of stocks, their team shall visit the Branch Officers well in time preferably before 31st March, 2026 itself to collect the details of the centers/stocks for verification.
- 3) The firms appointed as internal auditor in any of the branch of the corporation will not be eligible for participation in the tender.
- 4) The firm shall ensure that their team visits each centre/G&P Factories/ other points for physical verification of stocks as per the detail provided by the Branch Officers.
- 5) The firm shall also be required to carry out physical verification of all kind of stocks stored in Central Warehousing Corporation (CWC) / State Warehousing Corporation (SWC) / Private godowns under management of CWC/SWC/Ginning & Pressing Factories and stocks lying in other private godowns. Besides this, the firm shall also verify the stocks all bales for its physical availability under GSF (Godown Storage Facility), whether belonging to private mills or institutional buyers. The job of physical verification should be completed by the firm within stipulated time by deploying extra man-power.
- 6) The stocks to be verified shall include kapas, lint cotton, cotton bales, Grey Cloth/Hessian bales, tarpaulins and cottonseed etc stored in open or in boras, bags etc. Miscellaneous cotton either in bales or in loose, is also to be verified.
- 7) While carrying out physical verification of stocks, full particulars like crop year, variety, grade, Contract Number, particular of item, storage place, weight and other related particulars are to be mentioned clearly and specifically. If any stock is found damaged or affected then its full particulars are to be given in the verification report.
- 8) If at a particular centre, stocks available pertain to more than one centre then physical verification of stocks shall be done center-wise and report shall be prepared center-wise.
- 9) Stocks of only serviceable tarpaulins are to be verified on single piece basis of 60'x40' or 40'x40' size each. Tarpaulins in pieces are not to be taken into account.
- 10) Before carrying out physical verification, written declaration be obtained from the Centre In-Charge regarding particulars of stocks available and its location/storage point. In respect of stocks inside the G&P factories, the written declaration must be signed by Centre In Charge and Factory In Charge of CCI and authorized representative of G&P factory and on the basis these written declarations, physical verification may be carried out. In respect of stocks of cotton bales under GSF scheme, name and address of the mill with location of godown may be spelled out clearly in the report.

- 11) Physical verification of the stocks at all points/centers must be completed **Before 10th April, 2026**.
The physical verification report is to be submitted within **3 days** to the Branch Office alongwith full supporting documents/ declaration/ calculation sheets/weight check details etc as a proof of actual physical verification done at each center/point.
- 12) Operations of the Corporation are spread over at more than 25 centers but verification of stocks shall depend on availability of stocks at different centers to be declared by **Branch Office Sriganaganagar**.
- 13) All work pertaining to physical verification of stocks etc shall be organized by the firm in close coordination with all concerned to avoid any delay.
- 14) For carrying out physical verification work, payment shall be made by the Branch Office within 20 days on receipt of bill from the firm as per rate decided/finalized by the Branch Office subject to timely completion of the work, submission of reports and other documents as per requirement on time. For any delay in completion of physical verification/submission report, a penalty of 1% of total value per day upto submission of report will be deducted.
- 15) Tenderer should submit the tender as under:

Envelope A: Envelope A marked as Technical Bid-1 on the envelope, should contain

Technical Bid-1 (Specification), alongwith other terms.

Envelope B: Envelope B marked as Financial Bid-2 on the envelope, should contain

Financial Bid-2 (Price Quotation).

Envelope C: Envelope C should contain Envelope A and Envelope B duly superscribing

“Tender for carrying out physical verification of stocks”.

Note: Each envelope should contain the name and address of the firm.

- 16) Financial Bid-2 for price quotations shall be opened in respect of those tenderer who qualify Technical Bid-1. Thereafter the rates will be finalized with L-1 tenderer. Looking in to be requirement 60% of total work can be given to L-1 tenderer and 40% to L-2, If L-2 bidder agrees to work at the rate of L-1 tenderer.
- 17) The tender should be signed by the person having necessary authorization .
- 18) Tenders containing false, incomplete and/or inadequate information are liable to be rejected.
- 19) The Corporation reserves the right to accept or reject any/all tender. However, in case any tender is rejected, parties may seek the reasons for rejections. in case, parties have any query about the tender condition they may seek clarification from the Corporation.

Signature of the Tenderer:

Name of the Tenderer :

Address & Seal :

Contact Tel./Mobile Nos. :

TENDER FOR CARRYING OUT PHYSICAL VERIFICATION OF STOCKS

FINANCIAL BID :II

(PRICE QUOTATIONS)

Please quote your minimum acceptable rates for the followings:

Sr. No.	Item for Physical Verification	Unit	Approx. Quantity (All centres)	Lowest Acceptable rate in Rs. Per unit	Lowest Acceptable Value in (Rs.)
	I	II	III	IV	V
1	Cotton Bales/Boras/Bundle	Per Bale/Bundle/bora	295000		
2	Kapas (raw cotton)	Per Full heap of kapas	NIL		
3	Cotton Seed	Per Full heap of cotton seed	2000 QTL		
4	Part Heaps of Kapas/ cotton seed (on actual weighment basis)	Per Quintals	NIL		
5	Hessian/grey cloth bales	Per bale or part thereof	NIL		
6	Tarpaulins -cotton canvas / PVC (each of 60'x40' or 40'x40' size)	Per tarpaulin	229		
7	Expenses including traveling/lodging/boarding/incidental etc.	Per centre	25		

Note:1) The above rates should be inclusive of all taxes and levies.

2) The approximate quantity shown above is just estimated quantity, which may vary depending upon the deliveries effected before 31st March 2026 or otherwise also.

Signature of the Tenderer:

Name of the Tenderer :

Address & Seal :

Contact Tel./Mobile Nos. :

**CHECK LIST FOR SUBMISSION OF TENDER FOR CARRYING OUT PHYSICAL VERIFICATION
OF STOCKS.**

TENDERERS MUST CHECK THE FOLLOWING POINTS BEFORE SUBMITTING THE TENDER:

- | | | |
|---|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------|
| 1 | Whether self-attested copies of PAN and GST registration are enclosed. | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 2 | Whether a self-declaration is enclosed confirming that the firm or any of its partners does not have any stake in godown which were given to CCI for storage purposes. | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 3 | Whether a self-declaration is enclosed confirming that the firm has not been appointed as an Internal Auditor in any branch of CCI. | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 4 | Whether the Envelope A contains Technical Bid-I and other terms. | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 5 | Whether the Envelope B contains Financial Bid-II. | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 6 | Whether the entire Tender Documents are duly signed and numbered by Authorized Representative. | Yes <input type="checkbox"/> No <input type="checkbox"/> |

THE COTTON CORPORATION OF INDIA LIMITED
BRANCH OFFICE – SRI GANGANAGAR

List of Centres:

ANNEXURE-1

SR. NO.	CENTER	GODOWN
1	HANUMANGARH JUNCTION	CWC -II HMH JN
		RSWC DABLI RATHAN
2	HANUMANGARH TOWN	CWC -II HMH JN
3	RAWATSAR	CWC -II HMH JN
		RSWC PLB
4	PILIBANGA	CWC -II HMH JN
		RSWC PLB
5	SRIGANGANAGAR	CWC-II SGNR
6	SURATGARH	CWC-II SGNR
		RSWC SURATGARH
		RSWC RIDMALSAR
7	BHAGWANGARH	CWC-II SGNR
		RSWC SURATGARH
8	BIKANER	CWC BIKANER
9	SANGRIA	RSWC SANGRIA
10	TIBBI	RSWC SANGRIA
11	SRIVIJAYNAGAR	RSWC VIYGR
12	ANUPGARH	RSWC ANUPGARH
13	GHARSANA	RSWC ANUPGARH
		RSWC GHARSANA
14	PADAMPUR	RSWCPADAMPUR
15	GOLUWALA	RSWC GOLUWALA
16	BHADRA	RSWC BHADRA
		RSWC DABLI RATHAN
		RWSC PILIBANGA
		CWC II JN
17	NOHAR (PHEPHANA)	RSWC BHADRA
		RSWC DABLI RATHAN
		RWSC PILIBANGA
18	NOHAR (RAMGARH)	RSWC BHADRA
		RSWC DABLI RATHAN
		RWSC PILIBANGA
19	JAITSAR	RSWC SURATGARH
		RSWC RIDMALSAR
20	RAISINGHNAGAR	RSWC RAISGHNGR
21	SRI KARANPUR	RSWC SRI KARANPUR

22	KESARISINGHPUR	RSWC KSP
23	RAWLA	RSWC RAWLA
24	KHAJUWALA	RSWC KHAJUWALA
		RSWC RAWLA
25	SADULSAHAR	RSWC SDS

Note- Above Number of Centres/Godown may increase/decrease at the time of verification.