

PUBLIC TENDER NOTIFICATION

Tender No.: 01/2026-27

Date: 09.07.2026

SUBJECT: PROCUREMENT OF COTTON BAGS FROM GREIGE/GREY FABRIC FOR PICKING, COLLECTION and TRANSPORTION AND HEAD COTTON CAPS FOR ELS COTTON PROJECT– TWO BID SYSTEM (TECHNICAL and FINANCIAL)

OUTREACH Association of Volunteers for Rural Development (OUTREACH), Bengaluru, a registered society with over three decades of experience, is implementing a project for the promotion of Extra-Long Staple (ELS) Cotton in Haveri and Mysuru districts of Karnataka with the support of international donor agency.

Sealed tenders are invited under a Two-Bid System (Technical Bid & Financial Bid) from eligible suppliers for the supply of

- I) 16,000 griege/grey fabric cotton bags for picking, of size 50cm (L) x 60 cm (W)
- II) 16,000 griege/grey fabric cotton bags for collection & transport of cotton, of size 120cm (L) x 90 cm (W),
- III) 32,000 griege/grey fabric head cotton caps, of size 30cm (L) x 17cm(w)

The detailed specifications and terms mentioned below:

I). Bags for Picking of Cotton

1. Product Specification:

Dimensions:

- Length: 50 cm
- Width: 60 cm
- Bottom: 15cm

Straps:

- Two straps made of cotton twill tape- griege/grey fabric cross stitched
- Length: 100 cm each
- Width: 3 cm
- Purpose: To tie around the waist of the person involved in cotton picking

Top Edge Finish:

- Folded front side at the top of the bag
- Fold width: 5 cm

Fabric Specifications:

- Material: 100% cotton, griege/grey fabric
- Weave: Plain weave
- GSM: Submit quotations for 180 GSM
- Yarn quality: 15s and above

Quantity: 16,000 bags

Image of the Cotton Pickers Bag *(Note: Strap colour should be greige/grey)*



II. Bags for Collection and Transporting of Cotton

Dimensions:

- Width: 90 cm
- Length: 120 cm

Straps:

- 4 straps made of cotton twill tape- griege/grey fabric
- Length: 60cm each strap
- Strap width: 3 cm
- Purpose: To tie and secure the bag at the top after filling with cotton

Fabric Specifications:

- Material: 100% cotton, griege/grey fabric
- Weave: Plain weave
- GSM: Submit quotations for 180 GSM
- Yarn quality: 15s and above

Quantity: 16,000 bags

Image of the Cotton Pickers Bag *(Note: Strap colour should be greige/grey)*



III) Head cotton caps

Dimensions:

- Width: 17 cm
- Length: 30 cm

Straps:

- 2 straps made of cotton - grieger/grey fabric
- Length: 15 cm each strap
- Purpose: To tie around the neck to secure cap

Fabric Specifications:

- Material: 100% cotton, grieger/grey fabric
- Weave: Plain weave
- GSM: Submit quotations for 140 GSM

Quantity: 32,000 head caps

Image of the head cap:

30 cm length x 17 cms width



Top View



Side view

3. Terms and Conditions:

1. Bid System:

Technical Bid (Part-I): The Technical Bid must include the following documents and details:

- Company/Supplier profile,
- Product sample(s),
- GST Registration Certificate,
- PAN Card copy and Aadhaar card copy,
- Details of manufacturing/supply capacity,
- List of clients (if any),
- Compliance certificate confirming adherence to the required specifications (Refer Annexure-2).

Financial Bid (Part-II): The financial bid must quote the rate per bag and cap, inclusive of all applicable taxes, transportation costs and any other incidental charges. The quoted price shall be considered as the final landed cost at the designated delivery locations. No additional payments shall be made for transportation or incidental expenses.

Note: The financial bids will be opened only for those bidders who are technically qualified, as determined through the technical evaluation process. Further it is requested to submit competitive rates for the transportation of bags & caps by the selected supplier.

2. Eligibility Criteria:

- Registered manufacturers/suppliers with valid GST and PAN.
- Minimum 2 years of experience in supply of similar materials.
- Capability to supply the entire quantity within the specified timeline.

3. Delivery Schedule: Upon confirmation as the successful bidder, the bidder shall:

- Execute an agreement on a non-judicial stamp paper of ₹500/- (Rupees Five Hundred only) within five (5) days from the date of issuance of the Confirmation of purchase order.
- The delivery of the bags must be completed within Twenty (20) days from the date of issuance of the Purchase Order.
- Delivery Locations: OUTREACH ELS cotton Haveri project, C/o Siddaramappa Nandeppanavar, Daneswari Nagara Ramachandra Colony, Shivalinga Nilaya, 1st floor, 4th cross, Haveri – 581110 and OUTREACH ELS cotton Mysore project, near Siddappaji temple, Honnegowda block, Hootagalli, Mysore – 570018
- The supplier is bound to deliver 100% of contracted quantity of bags & caps as per the delivery schedule.

4. Payment Terms:

- 100% Payment will be made against delivery of ordered quantity of bags and caps with a limited credit period of 7 days (one week) on submission of tax invoice through electronic transfer (NEFT/RTGS).
- The payment shall be released based on certificate issued by the authorised representative of the projects.

5. Sample Requirement:

- Interested bidders may inspect the reference sample bags and caps available at the OUTREACH office, Bengaluru during office hours prior to submitting their bids.
- Each bidder is required to submit one physical sample of the specified bag along with the Technical Bid (Part-I).
- Bids submitted without the required physical sample will be summarily rejected and will not be considered for further evaluation.

6. Rejection Clause:

- Bags not conforming to specifications or found defective during inspection will be rejected.

7. Submission Deadline:

- Last date for submission: The last date for submission of bids is **27th July 2026, up to 5:00 PM**, as per the official clock at the office premises.
- Bids must be submitted in two separate sealed envelopes, clearly marked “Technical Bid” part-I and “Financial Bid” part-II, and both placed inside a larger sealed envelope titled “Tender for Grey colour Cotton pickers, transportation bags/caps – [Tender No.01/2026-27 dated: 09-07-2026]”

8. Address for Submission:

OUTREACH Association of Volunteers for rural development,
205, HBR Layout 2nd Block, 80 Feet Road, Bangalore -560043
Attn: Senior Programme Officer, GIZ project.

9. Addendum/amendment notification clause:

Any amendment (s), addendum (s), corrigendum(s) or other modification to this tender document will be notified only through the official notice boards at the OUTREACH office, Bangalore and the branch offices at Mysore and Haveri. The same shall also be made available on the official website of OUTREACH (www.outreachindia.org). Bidders are advised to regularly check these sources for updates. No separate communication shall be sent individually to the bidders.

10. Opening of Technical & Financial Bids

- The Technical Bids will be opened on **30th July 2026 at 11:00 AM** at the Head Office of OUTREACH, in the presence of participating bidders, either physically present or represented by their authorized representatives.
- Bidders who are technically qualified will be notified on the same day and time of the opening of the Financial Bids, following the completion of the technical evaluation.

11. OUTREACH's Rights:

1. OUTREACH reserves the right to accept or reject any or all bids without assigning any reason.
2. The decision of the Procurement/Purchase Committee shall be final and binding.

12. Negotiation: Negotiations will be with L-1 (lowest bid tender) only.

13. Force Majeure:

Neither party shall be held responsible for any losses, if the fulfilment of any terms of provisions of the agreement are delayed or prevented by an act of lawful government orders, civil revolutions or other disorders, wars, strikes, floods, act of god or act of states without limiting the foregoing, any other causes not within the control of the party, whose performance is interfered with and which by the exercise of reasonable delinquency, is unable to prevent whether all the clause of causes, pre-cause herein before enumerate or not.

14. Government law and jurisdiction:

The contract shall be governed and construed in accordance with the Indian laws and regulations, and all matters arising out of the contract will be within the jurisdiction of courts at Bengaluru, Karnataka state, India.

15. Settlement of disputes:

If at any time, any question, disputes or differences whatsoever, shall arise between the OUTREACH & bag supplier in relation to or in connection with this contract, both the parties agree to resolve such differences by mutual consultation.

In the event of any controversy claim or dispute arising between the OUTREACH and bag supplier on any matter, relating to the order/contract or arising out of the breach thereof, as per the agreement clause. If the decision is not made by the Executive Director within 90 days or the decision of the Executive Director not acceptable to the bag supplier, the same shall be referred to the court of law. In respect of all disputes, if any arising between the parties, the courts situated in the city of Bengaluru shall alone have exclusive jurisdiction.

Contact for Queries & Site Visit:

Email: outreach@outreachindia.org

Phone: 9449077530

Executive Director

OUTREACH, Bengaluru.

[Authorized Signature and Seal]

Annexure – I

Tender Terms and Conditions Acceptance Form

To

The Executive Director,
OUTREACH
Bengaluru

Ref: Tender document No. _____ dated _____

I/We, the undersigned have examined the above-mentioned tender document, No. _____, dated _____ (if any), the receipt of which is hereby confirmed. We now offer **to supply and delivery of cotton bags (for picking and transportation and collection) and cotton head caps** in conformity with your above referred document.

If our tender is accepted, we undertake to supply, and delivery of cotton bags and cotton head caps as mentioned in tender document with the delivery schedule specified in the technical specifications.

I/We agree to keep our tender valid for acceptance as required in tender document or for subsequently extended period, if any, agreed to by us.

I/We also accordingly confirm to abide by this tender up to the aforesaid period and this tender may be accepted any time before the expiry of the aforesaid period.

I/We further confirm that, until a formal contract is executed, this tender read with your written acceptance thereof within the aforesaid period shall constitute a binding contract between us.

We confirm that we do not stand deregistered/banned/blacklisted by any Govt. Authorities.

I/We confirm that we fully accept and agree to all the terms and conditions specified in above mentioned tender document, including amendment/corrigendum etc. if any.

(Signature with date and seal of the company)

(Name and designation)

Note:

1. Firm/company shall use their own printed letter head for issuing this certificate.

Annexure – II

Form for Technical bid Part - 1

To
The Executive Director
OUTREACH
Bengaluru

Sir,

Procurement of Cotton Bags and Head Caps – Supplier Information

Sl. No.	Particulars	
1	Name of the Bag supplier / Firm	
2	Year of establishment	
3	Registration No. and Date	
4	Full Address	
5	Contact person with designation	
6	Contact No. Landline with STD code, Mobile and Email, Fax and Website	
7	• Number of years in similar activity • Quantity supplied in last three years • Certification – licenses, certificates, if any	
8	Details of bags and caps manufacturing and processing facilities available	
9	Cotton bags and cotton caps in stock ready to supply	
10	Bank details:	

	a) Name of the Bank b) Type of Account c) Cast credit limit	
11	Attachments: • Company licence for bag production and supplies • Registration number/legal compliances • Price list/quotation inclusive all taxes as applicable • Delivery terms • Three years turnover audited statement • Two references from their existing customer organizations (copy of the latest invoices)	

Place:

Date:

Name/Designation/Signature
of Authorized Signatory

Annexure III

Financial Bid

No	Product details:	Specifications as mentioned in tender document	Price per piece as per Fabric Specification (INR)
1	Bags for picking GSM 180	Length: 50 cm Width: 60 cm Bottom: 15cm	
2	Bags for collection & transportation GSM 180	Length: 120cm Width: 90 cm	
3	Cotton head caps GSM 140	Length: 30cm Width: 17 cm	

Note: Price per piece of the above products should be inclusive of applicable taxes and transportation to the specified locations

Place:

Date

Name/Designation/Signature of
Authorized Signatory