

SREE KERALA VARMA COLLEGE
KANATTUKARA P.O, THRISSUR-680011, Kerala State India

A4- 651/23

Date: 06/02/2024

Sealed tender offers are invited from eligible manufacturers/suppliers or their direct for supply the Laboratory equipments, chemicals and glass wares for various science laboratories of this college. The tenders superscribed with the tender number should be reached to **The Principal, Sree Kerala Varma College, Kanattukara PO, Thrissur-680011, Kerala** latest by 3 p.m on 23.02.2024. . The tender form with detailed specifications and terms and conditions may be had from the college office during working days (9.00 a.m. to 2.00 p.m.) or can be downloaded from the college website: **www.keralavarma.ac.in** . Separate tender forms are required for each Tender. Those who use downloaded tender forms must submit a demand draft for the tender form fee, favouring "Principal, Sree Kerala Varma College, and Thrissur payable at Thrissur.

NO	Name of the Equipments	Cost of Tender form
1	Laboratory equipments, chemicals and glass wares as per specification attached.	Rs. 700

Earnest Money Deposit 1%(EMD) shall be submitted by way of demand draft in favour of the Principal, Sree Kerala Varma College, Thrissur, payable at Thrissur. The Tender will be opened at 3.30 p.m. on 23.02.2024 at the office of Sree Kerala Varma College, Thrissur in presence of such tenderers or their representatives who may be present at that time.

Important Dates

Last date for submission of completed tenders : 23.02.2024 at 03.00 pm

Date and time for opening of tenders: 23.02.2024 at 03.30 p.m.



PRINCIPAL

PRINCIPAL
SREE KERALA VARMA COLLEGE
THRISSUR



SREE KERALA VARMA COLLEGE

THRISSUR – 680 011

E mail : skvcollege@yahoo.com

Fax:0487 2382438

M/s

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.....

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TO

The Principal,
Sree Kerala Varma College, Thrissur
Kerala-680011
India.

TENDER FORM

Sir,

I, of M/s
..... here by agree to supply to Sree Kerala
Varma College, Thrissur, in accordance with the terms and conditions stipulated in the
tender form, the equipment hereunder named of the quality or sort and at the rate or price
hereunder specified, on the acceptance on these tender **No: A4-651/23** by you. I enclose
demand draft No..... dated..... for the sum of
Rs..... towards earnest money deposit to your credit which needs to be
returned to me by you if this tender is not accepted.

Delivery:

We confirm that the quoted prices are firm and inclusive of all taxes and duties
(including entry tax), freight and insurance for supply and installation at Sree Kerala Varma
College, Thrissur campus. There would not be any price escalation during the supply
period. We also confirm that we will abide by all the terms and conditions and we do not
have any counter conditions.

Yours faithfully,

Signature of the tenderer (Seal)

Place :

Date :



TERMS AND CONDITIONS

1. The equipments of foreign origin are to be quoted in foreign exchange terms and supplied according to the international trade terms. The ability of the party to supply the equipment of foreign origin and installation in the college is to be mentioned. Whether the quoted price includes air port duty, clearance charges etc. is to be mentioned clearly. If not, the expected charges are to be mentioned. The college may be able to provide customs duty exemption certificate from the University of Calicut. The price against the production/non—production of customs duty exemption certificate is to be quoted separately.
2. Installation and demonstration etc. at the college should be done by the supplier free of cost.
3. The warranty period for the equipment and accessories is to be specified, if otherwise not mentioned along with the specifications of the equipments. The warranty should be comprehensive and supplier should bear all the cost of spares, its transportation, fitting etc. If the spares are to be imported, the supplier should bear the cost of insurance, freight, customs duty, clearance charges, labour etc.
4. Training : In order to fully and optimally utilize the equipment, necessary onsite training should be given to the concerned faculty member(s) if necessary, free cost.
5. Number of trained engineers available if any in Kerala and nearest service station etc. shall be mentioned.
6. The latest model shall be quoted and certified
7. Tenders not accompanied by Earnest Money Deposit (EMD) will not be considered and will be summarily rejected.
8. The Earnest Money Deposit of all unselected tenders will be refunded within a short time after the tenders are opened. EMD of the successful bidders will be refunded immediately after the successful completion of the warranty period. No interest will be allowed on the earnest money remitted
9. Payment terms: Total value will be released after successful commissioning and acceptance by the end user through bank.
10. Customs duty percentage and the CIF price on which it is based should be clearly specified in the tender and if the customs duty exemption certificate is secured the corresponding amount or the actual duty paid whichever is higher will be deducted from the bill. If the bill is actually paid, the tenderer should refund the amount to THE PRINCIPAL.
11. The tenderers should verify and make sure that the claims made by them against items towards sales tax, customs duty, excise duty etc., are not more than those permissible under the provisions of the laws in force, and that they will refund any excess claims admitted in this respect.
12. The offers should be kept open for a period of three months from the date of opening tenders. Acceptance of the offers will be intimated to the successful tenderers within that period. Tenderers will however, be given the option to keep their offers open for a further agreed period if there be any delay in intimating the acceptance.
13. Delivery period: The equipment and its accessories should be completely supplied, installed and commissioned to the satisfaction of the College within the specified period from the date of supply order or date of L/C whichever is later.
14. The rates of terms of AMC (both comprehensive and labour) for a minimum period of three years after the warranty period shall be clearly specified. Both comprehensive and labour AMC amounts will be taken into consideration for final selection.
15. During warranty and AMC period, the vendor shall give an uptime guarantee of 95% or more.
16. List of installations in Kerala over the past three years shall be provided.
17. Wherever options are called for in respect of specifications, the tenderer should induct all such options.
18. The successful tenderer should execute an agreement for the fulfillment of the contract in the stamp paper within fifteen days from the date of acceptance of the tender. The expenses incidental to the executing of agreement shall be borne by the successful tenderer.
19. The tenderer should send along with his tender an agreement executed and signed in Kerala Stamp Paper of value ` 100 purchased in the Kerala State. Stamp Paper will be supplied to firms outside Kerala



along with the tender forms on payment of the actual value of the stamp paper and admissible incidental charges which may be remitted by money order in advance. A specimen form of agreement is also given in this . Tenders without the agreement in stamped paper will be rejected outright. But in deserving cases where agreement has not been received, the purchasing officer may exercise his discretion and call upon such tenderer to execute the agreement within a period of ten days from the date of issue of such intimation, if the Purchasing Officer is satisfied that the omission to forward the agreement along with the tender was due to causes beyond the control of the tenderer and was not due to any negligence on his part. Agreement received from a tenderer after the above time limit will not be considered.

- 20. The specifications of the equipment are given below:
- 21. If the items are proprietary in nature a proprietary certificate and other relevant details must be included along with the tender form

ANNEXURE

AGREEMENT

Articles of agreement executed on this theday of
.....between the
Principal of Sree Kerala Varma College (hereinafter referred to as “the Principal”) of the one part
and Shri.....
.....(H.E. name and
address of the tenderer (hereinafter referred to as “the bounden”) of the other part.

WHEREAS in response to the Notification No.....dated..... the bounden has submitted to the Principal a tender for the..... specified therein subject to the terms and conditions contained in the said tender.

WHEREAS the bounden has also deposited with the Principal a sum of Rs.....as earnest money for execution of an agreement undertaking the due fulfillment of the contract in case his tender is accepted by the Principal.

Now These presents witness and it is hereby mutually agreed as follows:

- 1. In case the tender submitted by the bounden is accepted by the Principal and the contract foris awarded to the bounden, the bounden shall within.....days of acceptance of his tender execute an agreement with the Principal incorporating all the terms and conditions under which the Principal accepts his tender.
- 2. In case the bounden fails to execute the agreement as aforesaid incorporating the terms and conditions governing the contract, the Principal shall have power and authority to recover from the bounden any loss or damage caused to the Principal by such breach as may be determined by the Principal by appropriating the earnest money



deposited by the bounden and if the earnest money is found to be inadequate the deficit amount may be recovered from the bounden and his properties moveable and immovable in the manner hereinafter contained.

3. All sums found due to the Principal under or by virtue of this agreement shall be recoverable from the bounden and his properties movable and immovable under the provisions of the Revenue Recovery Act for the time being in force as though such sums are arrears of land revenue and in such other manner as the Principal may deem fit.
4. In witness whereof Shri..... (H.E name and designation) for on behalf of the Principal of Sree Kerala Varma college and shri.....the bounden have hereunto set their hands the day and year shown against their respective signatures

Signed by Shri.....(date).....

In the presence of witness:

- 1.
- 2.



INSTRUCTIONS TO TENDERERS REGARDING TENDER FORMS

DOWNLOADED FROM INTERNET

1. Tender file is to be downloaded from the College Website and printout is to be taken on A4 size paper and details are to be entered by the tenderer at the various locations in the document.
2. This tender document (in full) downloaded along with the various documents required to be submitted as per the tender conditions in a sealed cover duly super scribing with the name of the equipment, tender notice no. and date, should be submitted in the office as mentioned in the tender notice before the date and time stipulated in the tender document.
3. The cost of tender document as indicated in the tender document will have to be deposited by the tenderer in the form of bank draft payable in favour of Principal, Sree Kerala Varma College, Thrissur along with the tender document. This should be enclosed as a separate Demand Draft. A single demand draft for the cost of tender form and Earnest Money Deposit will not be accepted. Tender not accompanied with the demand draft towards the cost of the tender document will be summarily rejected.
4. The Earnest Money Deposit required for this supply as stipulated in the tender document also to be submitted separately.
5. Tenderers are advised to download tender documents well in advance and submit the tender before the stipulated time. It is the responsibility of the tenderer to check any correction or any modifications published subsequently in Website and the same shall be taken into account while submitting the tender. Tenderer shall download corrigendum (if any), print it out, sign and attach it with the main tender document. Tender document not accompanied by published corrigendum/s is liable to be rejected. The institution will not be responsible for any postal delays / delay in downloading of tender document from the College Website.
6. The tenderer may please note that the rate for items should be written in figures and in words. Each page of tender document should be signed by the tenderer.
7. Tenderers are free to download tender document at their own risk and cost, for the purpose of perusal as well as for using the same as tender document for submitting the offer. Master copy of the tender document is available in the office as mentioned in the tender document. After award of tender an agreement will be prepared based on the master copy of tender document available in the office. In case, any discrepancy between the tender document downloaded from the College Website and the master copy, latter shall prevail and will be binding on the tenderers. No claim on this account will be entertained.
8. If any change/addition/deletion is made by the tenderer, the tender will be summarily rejected and full earnest money deposit will be forfeited.
9. The following declaration should be given by the tenderer while submitting the tender:

Declaration

- (a) I/we have downloaded tender form from the Website site **www.keralavarma.ac.in** and I/we have not tampered / modified the tender forms in any manner. In case, if the same is found to be tampered / modified I/we understand that my/our tender will be summarily rejected and full earnest money deposit will be forfeited and the contract will be terminated at my / our risks and cost.
- (b) I/we am/are submitting a demand draft no. _____ dated _____ issued by _____ for Rs _____ towards the cost of tender form.

Date :

Signature of Tenderer :

(Seal)

Address:

