



**KSCSTE - CENTRE FOR WATER RESOURCES
DEVELOPMENT AND MANAGEMENT**
ജലവിഭവ വികസന വിനിയോഗ കേന്ദ്രം
(An ISO 9001 : 2015 Certified Organization)



An Institution of Kerala State Council for Science, Technology & Environment, Govt. of Kerala
കേരള ശാസ്ത്ര സാങ്കേതിക പരിസ്ഥിതി കൗൺസിൽ സ്ഥാപനം, കേരള സർക്കാർ

File No:CWRDM/164/2025-A2

Date:25.07.2025

TENDER NOTICE

Competitive tenders are invited from the reputed firms for the supply of Backpack Bags, Note Pad, Pen & Certificate Photo Folder.

Cost of tender form is Rs.560/- inclusive of GST @ 12% and EMD is Rs.2,550/-

Cost of tender form & EMD shall be submitted along with the tender documents by means of Demand Draft from any Nationalized Bank, drawn in favour of Executive Director, CWRDM, payable at Calicut.

Last date/time fixed for receipt of duly filled and signed tender document is **05.08.2025, 5PM.**

Tender will be opened on the next working day **at 3PM.**

Specification

specification	Quantity required
Executive Laptop Backpack Bag size 16 inch 'vertical, 12 inch horizontal and 6 inch width (Thickness). Fabric dirt resistant, water proof polyester, manufactured using good quality material padded shoulder straps with an adjustable attachment of soft nylon, multiple pockets (3 compartments), good quality zip with screen printing on the inner side. One of the compartment should be with agreements for safe carrying of laptop.	400 (Nos)
Note Pad Cover page Clolor inner and Outer side with printing A5 Size, 80 pages	500(Nos)
Pen Ball pen(Blue)	500(Nos)
Certificate Photo Folder 350 gsm multi color cover page mat finishing Size 31*23.5	500(Nos)

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M. Mehed
Registrar

**CENTRE FOR WATER RESOURCES DEVELOPMENT AND MANAGEMENT,
KUNNAMANGALAM, KOZHIKODE, 673571**

(An Institution of Kerala State Council for Science, Technology & Environment)

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TENDER FORM

1. Tender No: & date :
2. Item : Tender for supplying for Backpack Bags, Note Pad, Pen and Certificate Photo Folder
3. Last date of Tender submission : 05.08.2025, 5 PM
4. Cost of Tender Form : Rs.560/- (DD No..... dt.....)
5. EMD : Rs.2550/- (DD No.....dt.....)
6. Name and Address of Tenderer :
7. Telephone No: of the Tenderer :
8. E-mail Id of the Tenderer :
9. Price details :
10. Firm validity of the Offer :
11. Warranty, if any :

I/We agree to the terms and conditions stipulated by CWRDM.

Place:

Date:

Signature

Name &Address

Seal

Terms and Conditions:

Tender shall be submitted in the prescribed Tender Forms with all required details in sealed envelopes and super scribing 'Tender for supplying for Backpack Bags, Note Pad, Pen and Certificate Photo Folder' with tender number and date, on or before **05.08.2025, 5PM**.

1. CWRDM reserves the right to reject all/any of the Tenders without assigning any reasons thereof.
2. Tenders which do not conform to the terms and conditions (clauses) of this Notification will be rejected.
3. Tenders will be considered firm for acceptance for a period of six months from the last date fixed for receipt of filled and duly signed Tenders. Tenderers are not free to withdraw or modify the tenders during this firm period.
4. In case of any matter which is not covered by this Tender Notification, or the general terms and conditions of the contract or the specifications etc. as given herewith, the decision of the Executive Director, CWRDM shall be binding on the Tenderer.
5. The acceptance of this Tender rests with the competent authorities as per the rules of the CWRDM who do not undertake to accept the lowest or any particular Tender or assign any reason for the rejection of any Tender.
6. Any further information regarding this Tender which the CWRDM do not consider to be kept confidential, can be obtained from Office of the CWRDM during working hours on any day prior to the last date fixed for the receipt of Tenders.
7. Tenders will be opened on the next working day after the due date at **3 PM**. However, placing of final orders will depend upon the close scrutiny of Tenders by a duly constituted Purchase Committee in due course.
8. Successful tenderers should remit the Performance Security 5% of executed amount - (by means of DD) from any nationalized bank drawn in favour of Executive Director, CWRDM payable at Calicut or as Bank Guarantee valid for one year.
9. ***The Tenderer should execute an agreement in stamp paper of value Rs.200/- as per the enclosed format.***
10. The rate quoted in the Tender should be valid for 180 days or more and inclusive of GST.
11. The maximum period required for delivery should be mentioned in the Tender.
12. No representation for enhancement of price once accepted will be considered during the currency of the contract.
13. In case of any dispute the jurisdiction shall be Kozhikode.


Registrar
CWRDM

Having made myself/ourselves thoroughly acquainted with the clauses of the above Tender Notification and the terms and condition thereof, I/We agree to conform thereto in all respects.

Name of Tenderer in full:
(with signature & seal)

Address of Tenderer.

Station:
Date:

EXECUTION OF SUPPLY

1. The supplier shall supply the Items in the most substantial and good manner and the items supplied shall be of the best quality.
2. No supply will be paid for, unless it is fully in accordance with the specifications.

ASSIGNMENTS

The supplier shall not assign the work and supply or sublet it as a whole or in part without the written consent of the CWRDM nor shall the supplier assign any money due to him hereunder, without the previous consent of the CWRDM. If the supplier contravenes this condition, he shall be considered to have thereby committed a breach of contract.

Agreement accompanying tender

“Articles of Agreement executed on this theDay ofandBETWEEN the CENTRE FOR WATER RESOURCES DEVELOPMENT AND MANAGEMENT, Kunnamangalam, Kozhikode acting through the Registrar (herein-after referred to as the Centre) of the one part and Sri.....
(Name and address of the Tenderer) (herein-after referred to as “the bounden” of the other part).

WHEREAS in response to the invitation for ‘tenders, contained in Notification No.datedinviting tenders, the bounden has submitted to the Centre, a tender for the
.....specified therein subject to the terms and conditions contained in the said tender.

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 Centre and the Contract for the supply of is awarded to the bounden, the bounden shall within fifteen days of acceptance of his tender execute an agreement with this Centre incorporating all the terms and conditions under which the Centre accepts his Tender.
2. In case the bounden fails to execute the agreement as aforesaid incorporating the terms and conditions governing the contract, the Centre shall have power and authority to recover from the bounden any loss or damages caused to the Centre by such breach as may be determined by the Centre, the full amount may be recovered from the bounden and his property moveable and immovable and also in the manner hereinafter contained
3. All sums found due to the Centre 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 inforce as though such sums are arrears of land revenue and also in such other manner as the Centre may deem fit.

In witnesses whereof.....

Behalf of the Centre and

The bounden have hereunto set their hands the day, month and year shown against the respective signatures.

Signed by.....
(date)

In the presence of witnesses:

1.
2.
3.

Signed by
(date)

Name, Address,
Signature of the
Tenderer with date & seal

Declaration by Tenderer

I.....hereby declare
that I am not in any way related to any of the Centre's employees who is in charge of or having
control of this tender. I agree that if, at any stage it is found that this declaration is untrue, the
contract entered will stand cancelled. It is understood that the relationship with the Centre's
employees referred to herein will be restricted to my Father, Mother, Son, Daughter, Brother,
Sister, Direct Uncle, Nephew, Father-in-law, Sister-in-Law and first Cousins of the officer
concerned.

I/We are assessed to Income Tax and my/our PAN No. is.....

Place:

Date:

Signature of Tenderer.
With seal.

Vendor Registration Form		
1	Organization/Business Name	
2	Constitution	
3	Registered Address	
4	Pin Code	
5	Contact Person Name	
6	Contact Person Phone	
7	Email Id	
8	PAN Number	
9	GST Number	
10	Bank Account Number	
11	Bank Name	
12	Bank Branch	
13	Bank Account Type	
14	Bank Account IFSC Code	
Name & Signature of Contractor :		
CERTIFICATION		
I hereby Certify that I have verified the above details with Originals and Found Correct		
Staff in Charge		Name : Designation : Sign : _____ Date: _____

Annex the Following Documents:

1. GST Registration Certificate
2. PAN Card