

**KSCSTE-CENTRE FOR WATER RESOURCES DEVELOPMENT AND
MANAGEMENT (CWRDM)**
**An Institution of Kerala State Council for Science, Technology & Environment,
Government of Kerala**



Kunnamangalam, Kozhikode – 673571, Phone: 0495 2351821, 2351814

No. CWRDM/KSC/Registration/2023

Date: 21-12-2023

TENDER NOTICE

Competitive tenders in sealed cover are invited for the Supply of following items, in connection with the 36th Kerala Science Congress to be held at Government College Kasaragod during 8th -11th February 2024

| Item | Quantity (Nos) |
|------------------------|----------------|
| Shoulder/Side bag | 1500 |
| Sling bag (Small size) | 300 |
| Note Pad | 2000 |
| Paper pen | 2000 |

Place of Delivery : Government College, Kasaragod

Tender form can be downloaded from the following web sites:

www.cwrmd.kerala.gov.in, www.ksc.kerala.gov.in

Specification and other relevant details are also available in the web site.

Cost of tender form Rs. 1344/- which is inclusive of GST @ 12% and EMD of Rs. 6000/- shall be submitted along with the tender document by means of Demand draft only drawn from any Nationalized/ Scheduled Bank, in favour of CWRDM, Kozhikode payable at Calicut. **Last date and time of submission: 06-01-2024, 5.00 P.M. Tenders will be opened on next working day (08-01-2024) at 3.00 PM.**

Tenderer's /Firms should be registered under GST.

Convener
Registration and Reception Committee
36th Kerala Science Congress

KSCSTE-CENTRE FOR WATER RESOURCES DEVELOPMENT AND MANAGEMENT
KUNNAMANGALAM, KOZHICODE, 673571
(An Institution of Kerala State Council for Science, Technology & Environment)
Government of Kerala
Ph: 2351821, 2351814

No. CWRDM/KSC/Registration/2023

Date: 21-12-2023

1. SUBMISSION OF TENDER

In connection with the 36th session of the Kerala Science Congress which will be organized by KSCSTE, in association with CWRDM during 8th -11th February 2023 at Government, College, Kasargod, Kerala, CWRDM invites competitive tenders in sealed cover from manufacturers or authorized dealers/distributors the supply of **conference bags, note pad, paper pen to The Convener, Registration and Reception Committee , 36th Kerala Science Congress, KSCSTE-CWRDM, Kunnamangalam, Kozhikode-673571** super scribing tender no and date with the following specifications. **Sample(s) of each item should be submitted along with the tender**

1. Shoulder/Side bag

Side/Shoulder bag with print '36th Kerala Science Congress' 8-11 February, 2024, Kasaragod

Specifications

- Size: vertical -13”, Horizontal -11”, sidewidth -1”
- Manufactured using high quality ecofriendly denim material, with adjustable cotton webbing tape Strap (Width 1.5” and maximum length – 42”), covering with flap length of 9”, multiple pockets, good quality zip (No:8 y2k).
- One main compartment with zipper closure.
- The main zipped compartment should hide under the magnetic snap closed flap
- Minimum one front pocket shall be provided.
- Fabric: Dirt resistant, High Quality Jeans material (Eco friendly), blue color. Designs with different colour denim may be provided.
- Buckles: Steel which can bear an impact of at least 10 kg.
- The bag design should be appealing, stylish and strong so as to carry a weight of 10 kg.
- Lining should be given with good quality cotton material
- The bag shall be neatly finished with straight and parallel rows of stitching, wherever required.
- All the details like the type of material used, actual dimension, number of compartment, type of pockets etc. should be provided in the tender. A sample bag should also be submitted along with the tender.
- The matter with emblem provided by CWRDM should be printed inside the bag without additional cost.

2. Sling Bag (Small size)

Sling Bag (Small size) with print '36th Kerala Science Congress' 8-11 February, 2024, Kasaragod'

Specifications

- Size: Horizontal -6'', Vertical -9'', Side width – 2''
- Flap length -6''
- Sling bag with Maximum sling length – 42''
- High Quality washable cotton material
- One large compartment capable of safely carrying books with zipper closure
- The main zipped compartment should hide under the button closure flap. One front pocket shall be provided with zipper closure.
- The bag shall be neatly finished with straight and parallel rows of stitching, wherever required.
- The bag design should be appealing, stylish and strong so as to carry a weight of 3 kg.
- All the details like the type of material used, actual dimension, number of compartment, type of pockets etc. should be provided in the tender. A sample bag should also be submitted along with the tender.
- The matter with emblem provided by CWRDM should be printed inside the bag without additional cost.

3. Note pad

Note Pad with colour print '36th Kerala Science Congress' 8-11 February, 2024, Kasaragod

Specifications

- Front cover 300 GSM Art card. Multi coloured, with printing of emblem and title with lamination
- Inside paper 80GSM pages: 50 Nos, sheet 25 Nos
- Size : A5
- Back binding: 16^{oz} Hard board

4. Paper Pen

Paper Pen with print '36th Kerala Science Congress' 8-11 February, 2024, Kasaragod

EMD Rs 6000/-
Tender Fee Rs 1344/-(GST Inclusive)

Last date & time of receipt of tender: 06-01-2024, 5 PM

Last date and time of receipt of sample bags: 08-01-2024, 2 PM

Date and time of opening of tender: 08-01-2024, 3 PM

Date up to which the rate is to remain firm for acceptance: 3 months from the date of issue of supply order

Period of Start of Supply: Within a period of 20-30 days from date of issue of supply order or on the date mentioned in the supply order

2. DOCUMENTS TO BE SUBMITTED

- a) Tender form duly filled and signed
- b) General information sheet of tenderer duly filled & signed

- c) Proof of original manufacturer/authorized dealers attested copy of authorization.
- d) Copy of certificate of registration under GST (with GST Number)
- e) Address proof and Identity proof (PAN).
- f) Certificate/proof of Bank with Account no, RTGS No./ IFSC code etc.
- g) Proof of EMD & tender fee remitted
- h) EMD exemption certificate (if any)
- i) Other details if any required to be furnished in the special condition
- j) Tender Notice and special condition (if any) of Tender duly signed.
- k) Experience Certificate (Copy of minimum two work orders of value worth Rs 2-5 lakh for similar items received by the tenderer during the last 2 years (Self attested) has to be submitted.

3. VALIDITY OF THE OFFER

6 months from the date of issue of Supply Order

4. EARNEST MONEY DEPOSIT:

- a) Tenderers shall deposit EMD worth Rs 6000/- as DD drawn in favour of CWRDM, Kozhikode payable at Calicut/-
- b) EMD exemption certificate (if any) should be submitted
- c) The Earnest Money Deposit (EMD) shall be liable for forfeiture if the tenderer, after submitting his tender, resiles from his offer, or modifies the terms and conditions thereof in any manner or does not comply with the directions in the acceptance communication.
- d) Tenders submitted without E.M.D will be rejected.
- e) The EMD of the unsuccessful tenderers will be refunded within 30 days of the finalization of the tender.
- f) No interest will be given for EMD

5. TENDER FEE

Tender form and other details can be downloaded from the following websites www.ksc.kerala.gov.in, www.cwrddm.kerala.gov.in in which case tender form cost should be submitted along with the tender document by means of Demand draft only drawn from any Nationalized/ Scheduled Bank, in favour of CWRDM, Kozhikode payable at Calicut. Tender form along with detailed specifications, terms and conditions can also be obtained on all working days from the CWRDM Office, Kunnamangalam P.O, Kozhikode, Kerala on payment of Rs.1,344/- (Rupees One thousand three hundred and forty four only) and in such case the receipt should be submitted along with the Bid.

6. QUOTING OF RATES AND QUANTITY

- a) The rate should be quoted in Indian Currency only.
- b) The cost should include transportation charges, loading unloading charges etc.
- c) The rate should be fixed till the supplies are over.
- d) The rate for the different types of each item available in your firm should be quoted separately.
- e) No price variation clause will be entertained.

7. BID EVALUATION

The vendors will be qualified in bid evaluation only if they submit all the documents required as per para 2 and the samples submitted by them are in accordance with the specifications. In case the quantity/quality offered by the lowest bidder is not enough to meet the requirement of the Centre, the offer given by the next lowest bidder will also be considered. The samples rejected after examination will be returned to the tenderers at their cost on request made within one week after finalisation of bid.

8. ACCEPTANCE OF THE OFFER

The successful vendor will be informed of the acceptance of the tender by email or by a formal acceptance letter. By issue of e-mail or formal acceptance letter a binding contract will come into force through an agreement executed in Kerala stamp paper worth Rs 200/-.CWRDM (Centre) reserves the right to award the contract in full or part to one or several vendors. The decision of the Centre in finalization of the tenders will be final and binding on the vendors. Centre may accept or reject any or all bids in part or in full without assigning any reason and does not bind itself to accept the lowest bid.

9. SECURITY DEPOSIT

In the case of successful bidders whose offers are accepted and supply orders are issued, the EMD submitted by them will be converted into Security Deposit. Security deposit will be refunded after satisfactory performance of the contract. Security deposit will be forfeited in the event of breach of all or any of the terms of the tender or non-performance of the contract. The loss sustained to Centre in excess of security deposit will be recovered from the contractor by any means including revenue recovery proceedings.

10. SUPPLY ORDER

Supply order will be issued from the Centre based on the requirement and according to the quantity offered at the rates offered by the vendor. Supplier should submit GST bill with GST shown separately at the rates applicable during the time of supply. Centre reserve the right to cancel or modify the supply order fully or partially. The items should be supplied within a period of 20-30 days from date of issue of supply order or on the date mentioned in the supply order.: This tender is meant for meeting the urgent needs hence CWRDM reserves the right to award contract to different parties for the same item if the quantity offered/supplied by the lowest party is not sufficient to meet its requirement.

11. MODE OF SUPPLY

The vendor shall supply the product as per the supply order issued from time to time within the period of contract. The supply of stock should be done as per the directions mentioned in the supply order, which will be intimated during the period of contract. The party shall be entitled to receive acknowledgement in the prescribed form from the delivery point. Party is also liable to supply the entire quantity ordered.

12. QUALITY

The supplier should strictly adhere to all the quality parameters. Any deviation if found after supply, supplier is liable to replace the item otherwise the Centre shall impose penalty or initiate Penal action against the supplier including forfeiture of Security Deposit, termination of contract / blacklisting.

13. PAYMENT

The payment for the goods delivered will be issued to the supplier on submission of bills through RTGS/NEFT to the bank account of the supplier. Taxes if any applicable will be deducted as per Government rules

14. DISPUTE AND JURISDICTION

Courts in Calicut alone shall have jurisdiction over and in respect of any dispute that may arise out of or in relation to the agreement between the tenderer and the Centre.

15. WARRANTY

The supplier shall be responsible and be liable for replacement, at his risk and cost, the stock supplied under this contract or any part thereof that need replacement, due to any defects in the stock supplied is brought to the notice of the supplier at any time.

16. UNAVOIDABLE CASUALTY:

Neither party here to shall be considered in breach or failure to perform or observe any or all of the terms and conditions and stipulations herein contained should it be caused to any extent by war, war like operations, acts of states, fire, floods, earthquakes, riots and civil commotion. The party claiming occurrence of any such events shall give immediate notice to the other in writing. In the event of the existence of any unavoidable circumstances, the Centre reserves the right to cancel the order without imposing penalty or forfeiting security deposit.

17. GENERAL

- a) CWRDM may, in its sole discretion, extend the bid due date by issuing a corrigendum uniformly for all tenderers.
- b) All rules as per the Store purchase manual issued by the Store purchase Department of Government of Kerala is also applicable to this tender.
- c) Centre has right and unrestricted liberty to postpone, with held, and cancel the tender and contract without assigning any reason. In the event of such cancellation, contractor has no right to claim any compensation for the action taken by the Centre.
- d) Tenders received after the last date mentioned or without tender fee, EMD and samples will be rejected.

Convener
Registration and Reception Committee
36th Kerala Science Congress

Name and Address of Tenderer in full:

(With Signature & Seal)

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MANAGEMENT
KUNNAMANGALAM, KOZHICODE, 673571
(An Institution of Kerala State Council for Science, Technology & Environment)
Government of Kerala
Ph: 2351821, 2351814
TENDER FORM**

Description: Procurement of bags and accessories along with printing

To

The Convener,
Registration and Reception Committee
36th KSC, CWRDM,
Kunnamangalam, Kozhikode - 673 571

Sir,

Sub: Your Tender No: CWRDM/KSC/Registration/2023 dated 21-12-2023

I/We hereby offer you to supply the items detailed below at the price here under quoted and agree to hold this offer for six months from the date of issue of Supply Order. I/We shall bind to supply the Shoulder/Side bag, sling bags (small), note pad, paper pen hereby offered, upon the issue of the supply order communicating the acceptance thereof on or before the expiry of the delivery date therein.

| Type | Item | Quantity Nos. | Cost Per Unit Including GST (Rs.) | Total Amount including GST (Rs.) |
|------|--------------------|------------------|---|-------------------------------------|
| 1. | Shoulder/Side bag | 1500 | | |
| 2 | Sling bags (small) | 300 | | |
| 3. | Note pad | 2000 | | |
| 4 | Paper Pen | 2000 | | |

1. Technical specifications;

(Separate sheets may be attached)

2. Special conditions:

Bags-All the details like the type of material used, actual dimension, number of pockets, type of pockets etc. may be provided in the tender, along with the sample bag.

3. Delivery Terms:

Delivery Time – 20-30 days from date of issue of supply order or on the date mentioned in the supply order.

4. Place of Delivery :

Specified space in Govt. College, Kasargod, Kerala or any other place which will be informed 5 days before the date of delivery specified in the Purchase Order.

(Authorised Person: Convener, Registration Committee, 36th KSC (Dr Drissia T.K, Phone-0495-2351821)).

5. Quantity;

The quantity mentioned is approximate and the same can vary depending upon the requirement. The required number of bags may be increased or decreased and will be intimated if required, 15 days in advance before the delivery date.

6. Payment:

Will be against satisfactory delivery and on acceptance of the materials.

I/We understand the instructions to the Tenderers and General Terms and Conditions and specific conditions of the Contract governing supplies detailed above. I/We have thoroughly examined the specifications of the items referred above and my/our offer is for the supply of items in accordance with and subject to the terms and conditions detailed above.

Signature of the Tenderer with Seal

GENERAL INFORMATION ABOUT THE TENDERER

1. Name of Tenderer in full :
2. Registered address of the firm with GST No :
3. State :
4. Telephone No. :
5. E-mail Id of the Tenderer :
6. Last date for receipt of Tender :
7. Website: :

Contact, Person Details

1. Name :
2. Designation :
3. Telephone No. :
4. Mobile No. :

Communication Address

1. Address :
2. State :
3. Telephone No. :
4. District :
5. Email :
6. Website :

Type of the firm (Please fill as applicable)

1. Private Ltd. :
2. Public Ltd :
3. Proprietorship :
4. Partnership :
5. Society :
6. Others, specify :

Nature of Business (Please fill as applicable)

1. Original Equipment Manufacturer :
2. .Authorized Dealer /Representative :
- 3 .Direct importer :

4.Others, specify :

Bank Details

Bank Account No :

Bank Name & Address :

IFSC Code :

Branch Name :

Telephone No/Mobile No. :

Email ID. :

GST No : :

Make & Brand of offered item :

Other relevant Information provided :

Work performed of a similar nature over the last two years

Year :

Name &Address of institution :

Value (Rs .in lakhs) :

Stipulated period of Completion :

Actual date of Completion :

Self attested copies of work orders may be attached

Date:

Signature of tenderer / Authorised signatory