



KERALA AGRICULTURAL UNIVERSITY

Directorate of Information Systems
KAU Main Campus, KAU P.O., Thrissur-680656
e-mail: dis@kau.in Phone: +91-487-2438182

No. DIS/A1/38047/23

Dated: 20/04/2023

TENDER NOTICE

Kerala Agricultural University invites sealed Tenders from Service provider/ firm/ Supplier/ Contractor for “**Supply of Satin Tag and Expression of interest for supply for One year**” in its Vellanikkara campus as per the schedule of requirements given in the BOQ, meeting the technical specifications, subject to the terms and conditions mentioned below.

Important Information

Bid Inviting Authority	Directorate of Information System, Kerala Agricultural University
Sanctioning Order	GA/H1/7326/2020 dated 09.01.2023
Contact Person	Director, Directorate of Information Systems, Academic Block 1, College of Agriculture, Vellanikkara. KAU– PO, Thrissur – 680656. Ph: 0487-2438183
Mode of Tender Submission	Direct/ By post
Nonrefundable Tender document fee	Tender Fee: 0.2% of the cost of tender rounded to the nearest multiple of 100, subject to a minimum of Rs. 400/- and maximum Rs.1500/- + 18% GST
Earnest Money Deposit (EMD) payable *	1% of quoted amount (to be remitted as separate DD drawn in favor of Director, Directorate of Information Systems, payable at SBI, Vellanikkara)
GST Rate Applicable	As per GST rules
Last Date of Submitting the Tender Documents	08.05.2023 2 PM
Opening of Tenders	09.05.2023 12 PM

* **Exemption is allowed to MSME companies as per Govt. rules.**

Specification/ Scope of Work

Sl. No.	Item	Quantity	Specifications
1.	Green Satin tag with fish hook	1600 nos.	Width 16 mm Length 90 cm
2.	Ash Satin tag with fish hook	1250 nos.	Printing/ Impression on both sides of tag with
3.	Violet Satin tag with fish hook	500 nos.	

			A) Kerala Agricultural University B) കേരള കാർഷിക സർവ്വകലാശാല C) Emblem of KAU (see Annexure) Digitally printed on both sides in A,C,B order
4.	Holder	3350 nos.	Suitable for fishhook Vertical ID cards
5.	Expression of interest for supply of the above tags at same quoted rate for one year from the date of supply		For one year

Terms and conditions:

1. The Tenders superscribed “**DIS/A1/38047/23 Supply of Satin Tag**” should be addressed to the **Director of Information Systems, Academic Block 1, College of Agriculture, Vellanikkara**. The last date for the receipt of filled in Tenders is **2.00 pm on 08.05.2023** and the same will be opened at **12 pm** on the **09.05.2023** in the presence of tenderers or their authorized representatives who may be present at that time. The cost of tenders has to be remitted in the by means of DD or cheque drawn in the name of **Director of Information Systems, Kerala Agricultural University**.
2. Tender should be submitted in the prescribed form which can be downloaded from the website www.kau.in/tenders. The cost of the tender forms will not be refunded under any circumstances.
3. Each tender should be accompanied by an Earnest Money Deposit of 1% of the total quoted amount in the form of demand draft drawn in favour of Director of Information Systems, Kerala Agricultural University payable at SBI, Vellanikkara branch. The tender should be accompanied by an agreement in Kerala Stamp Paper worth Rs.200/- (Rupees Two Hundred only) and format can be downloaded from the above website. Withdrawal of tenders after its acceptance or failure to supply the items or supplies not in accordance with the specification will entail cancellation of the tender. The successful tenderer should supply the items to Directorate of Information Systems, Vellanikkara within ten days from the date of the receipt of supply order. The Director of Information Systems reserves the right to remove the defaulted name from the list of suppliers permanently or for a specific period.
4. The successful tenderer should execute an agreement in Kerala Stamp Paper worth Rs.200/- (Rupees Two Hundred only) and furnish a security deposit of 5% of the cost of the entire quantity of items quoted in the form of term deposit/ bank guarantee/ demand draft drawn in favour of Director of Information Systems, Vellanikkara. The format for the agreement can be downloaded from the KAU website.
5. The cost of the items should be quoted inclusive of all taxes and applicable charges.

6. The rate shall be valid for a period of one year from the date of acceptance of tender.
7. The Director of Information Systems, KAU reserves the right to accept or reject any or all of the offers without assigning any reason.
8. If any Hartal/ Strike/ any unexpected holidays/ Covid restrictions occur on the date of opening of tender, the tender will be opened at the same time on the next working day.
9. All the rules and regulations applicable to Government Tenders will be applicable to this tender also.



Director of Information Systems

To

- a. Notice Board
- b. KAU website (webteam to upload)
- c. Systems Manager, DIS

ANNEXURE:

Emblem of Kerala Agricultural University

