



## KERALA BOOKS AND PUBLICATIONS SOCIETY

(An undertaking of the Government of Kerala)  
Kakkanad P.O. Kochi-682 030, Kerala



No.P2-3176/LT/2023/2562

GSTIN :32AAATK2642L1ZR

Dated: 26.05.2023

### e-tender Notice

e-tenders are invited through [www.etenders.kerala.gov.in](http://www.etenders.kerala.gov.in) for the supply of the following papers from interested parties for a period of one year.

Sl. No.	Name of Item	Quantity
1.	59cm x 75cm, 60 gsm unbleached paper [13.28 kg per ream of 500 sheets] Quote from ready stock-Please enclose sample sheet	840 Reams

We require the above paper urgently and hence the delivery should be made immediately as and when required.

Date & time of tender/bid submission: 15.07.2023, up to 11:00 a.m.

Date & time of tender/bid opening : 18.07.2023 at 11:15 a.m.

1. All tenders/bid shall be accepted only through online mode (<https://etenders.kerala.gov.in>) and no manual submission of the same shall be allowed. Re-submission of offer is possible, before last date as permitted in the site.
2. Entire supply should be completed within 15 days from the date of receipt of the supply order.
3. The near relatives of employees of KBPS are not eligible to participate in the tender. The relationship for the purpose will be as specified in the Annexure 21 of Stores Purchase Manual (extract given as Annexure A). In addition to this, mother's sister's son/daughter shall also deemed to be a relative. The scanned copy of the declaration (Annexure B) in this regard (preferably in letter head), which is duly filled, signed and sealed should be submitted online, otherwise the tender will be considered as per the relevant clause of the SPM.
4. The parties are requested to specify their GST no. , PAN no. and HSN code of the item.
5. Rates per ream should be quoted inclusive of all taxes in BOQ itself. Rates quoted elsewhere will not be considered. The rate quoted must be firm for the supply period. Rate should be quoted for F.O.R. KBPS. Unloading charges will be arranged by us. After unloading if we found any damage is found, the paper will be rejected outright. One representative from the firm of the successful bidder should be present at the site at the time of

loading/unloading the goods from the vehicle for ensuring proper unloading/loading of goods (Reels) from the vehicle.

6. Conditional/incomplete bids shall not be considered.

**7. It is mandatory that free samples of 2 sheets of paper of the quoted item is supplied on or before the opening time of tender.** Tender No., name of the paper mill should also be recorded in sample. The offer will be considered only if the sample confirms to our specification. The covers containing the samples should bear the superscription "**Samples for tender for the supply of 59cm x 75cm, 60 gsm unbleached paper**" and tender number and should be addressed to the Managing Director, Kerala Books and Publications Society, Kakkanad, Kochi – 30. **LATE COVERS WILL NOT BE ACCEPTED.**

**8. Tenders/bids received online should have a scanned preliminary agreement (as per the specimen attached) executed on Kerala Stamp Paper worth ₹ 200/- which is duly filled, signed and sealed on all its pages, else it will be considered as per the relevant clauses of the SPM.**

**9. An EMD of ₹ 8,121/- should be remitted through online, else the tender/bid will not be considered and will be summarily rejected.**

**10. The Society shall not be responsible for any delays, reasons whatsoever in receiving as well as submitting offers including connectivity issues. The Society shall not be responsible for any postal or other delays in submitting required documents/ sample wherever applicable.**

**11. Parties/contractors who have defaulted in executing any purchase order/contract with KBPS or whose purchase order/contract was terminated by KBPS are not eligible to participate in this tender.**

**12. For finalising the tender in order to give work order to the successful bidder, the performance of the bidders during the previous contract periods, if any, will also be considered.**

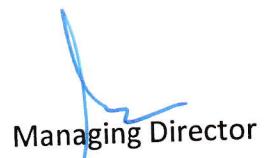
**13. Payment will be made on submission of invoices(GST Bill) to the concerned after completing all the formalities and satisfying the conditions of the bid.**

**14. All disputes are subject to jurisdiction of courts only at Ernakulam, Kerala.**

**15. All the rights to accept or reject whole or part of the tender without assigning any reason thereof is reserved by the Society. The decision of the Society will be final and binding on the tenderer.**

**16. The successful tenderer has to execute an agreement on Kerala stamp paper worth ₹ 200/- and also furnish security deposit @ 5% of the total value of the purchase order by DD in favour of Managing Director, Kerala Books and Publications Society.**

17. All rules and regulations of the Tender/bid shall be in accordance with the Stores Purchase Manual of the Govt. of Kerala.



Managing Director

To

Vendors as per list.

Cc to P.M, AM(Ptg), Stores, Fin & Accts, PPD., IT-To uplink and notify in our website

**Note:**

- The agreement should be signed and sealed in every page and 2 witnesses should be signed in the last page.
- Annexure B should preferably be in letter head and duly filled, signed and sealed.

## Annexure A

### EXTRACT FROM THE STORES PURCHASE MANUAL OF KERALA

#### Meaning of "Relative"

**A person shall be deemed to be a relative of another if, and only if,**

- a) they are members of Hindu undivided family or;**
- b) they are husband and wife; or**
- c) the one is related to the other in the manner indicated in Schedule 1-A**

#### Schedule 1 A List of Relatives

1) Father	2) Mother (including step-mother)
3) Son (including step-son)	4) Son's wife
5) Daughter (including step-daughter)	6) Father's father
7) Father's mother	8) Mother's mother
9) Mother's father	10) Son's son
11) Son's son's wife	12) Son's daughter
13) Son's daughter's husband	14) Daughter's husband
15) Daughter's son	16) Daughter's son's wife
17) Daughter's daughter	18) Daughter's daughter's husband
19) Brother (including step-brother)	20) Brother's wife
21) Sister (including step-sister)	22) Sister's husband
23) Husband's father	24) Husband's mother
25) Husband's sister	26) Wife's father
27) Wife's mother	28) Wife's brother
29) Wife's sister	30) Wife's sister's husband
31) Father's brother	32) Father's sister
33) Mother's brother	34) Mother's sister
35) Father's sister's husband	36) Father's brother's wife
37) Mother's brother's wife	38) Mother's sister's husband
39) Brother's son	40) Brother's son's wife
41) Brother's daughter	42) Sister's son
43) Sister's daughter	44) Father's brother's son
45) Father's brother's daughter	46) Father's sister's son
47) Father's sister's daughter	48) Mother's brother's son
49) Mother's brother's daughter	

**Annexure B**  
**DECLARATION**

**FOR NO NEAR RELATIVE (S) OF THE CONTRACTOR WORKING IN KBPS**

I.....S/o Sri.....

hereby certify that none of my relative(s) as defined in the tender notice are employed in KBPS as per detail given below. In case at any stage, it is found that the information given by me is false/incorrect, Managing Director, KBPS shall have the absolute right to take any action as deemed fit, without any prior intimation to me.

Signature of the tenderer with seal

The relationship for the purpose will be as specified in Stores Purchase Manual of Kerala (extract given as Annexure A).

In case of proprietorship firm, certificate will be given by the proprietor, and in case of Partnership firm, certificate will be given by all the partners and in case of Ltd. Company by all the Directors of the company or company secretary on behalf of all directors. Any breach of these conditions by the company or firm or any other person, the tender/work will be cancelled and earnest money/security deposit will be forfeited at any stage whenever it is so noticed. The department will not pay any damages to the company or firm or the concerned person. The company or firm or the persons will also be debarred for further participation in the concerned unit.

Place:

Signature of tenderer/Authorized Signatory

Date:

Name of the Tenderer

Seal of the Tenderer

## AGREEMENT

Articles of agreement executed on this the ..... day of ..... Two thousand and ..... BETWEEN the Managing Director, Kerala Books & Publications Society (hereinafter referred to as "the Society" of the one part and Shri. ..... (here enter the name and address of the tenderer) (hereinafter to as "the bounden") of the other part.

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

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

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 Society and the contract for ..... is awarded to the bounden, the bounden shall within ..... days of acceptance of his tender execute an agreement with the Society incorporating all the terms and conditions under which the Society accepts his tender.
2. In case the bounden fails to execute the agreement as aforesaid incorporating the terms and conditions governing the contract, the Society shall have power and authority to recover from the bounden and loss or damage caused to the Society by such breach as may be determined by the society 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 movable and immovable in the manner hereinafter contained.
3. All sums found due to the Society 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 Society may deem fit.

In witness whereof Shri. ..... (here enter name and designation) for and on behalf of the Kerala Books and Publications Society, Kakkanad P.O., Kochi-692030 and Shri. ..... the bounden have here unto set their hands the day and year shown against their respective signatures.

Signed by Shri. ..... (date) .....  
In the presence of witness:

1. ....
2. ....

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

In the presence of witness:

1. ....
2. ....