



KERALA BOOKS AND PUBLICATIONS SOCIETY

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



No. P2-3163/2023/ **4636**

GST no. 32AAATK2642L1ZR

Dated: **10.11.2023**

QUOTATION NOTICE

Sealed quotations are invited for the supply of the following stores/ spares/ Equipment:

| Sl. No. | Brief Description/specification of the item | Quantity | Unit Price | Amount |
|---------------------------------------|--|----------|------------|--------|
| 1. | Supply and Installation of 2 TR normal/Split AC with V- Guard Stabilizer | 01 Nos. | | |
| 2. | Supply and installation of drain, electrical code wire and gas pipe as per site requirements | 01 No. | | |
| (Specification Attached - Annexure C) | | | | |

Terms and Conditions

1. The envelopes sealed in four sides and middle by using lacquer seal containing the tender should bear the superscription "Quotation for Air Conditioner due on **24.11.2023**" and should be addressed to the Managing Director, Kerala Books and Publications Society, Kakkanad P.O., Kochi - 30.
2. Intending parties may submit the quotations on their letter heads.
3. The rates should be valid for 3 Months. The clauses of Stores Purchase Manual, 2013 will be applicable as such.
4. Payment will be made only after the satisfactory receipt of the item in good condition.
5. The parties are requested to specify their GST no. and HSN code of the item.
6. EMD for ₹.1,500/- should be remitted in the form of Demand Draft of any. Nationalized Bank drawn in favour of Managing Director, Kerala Books and Publications Society, Kakkanad. Kochi-30, along with agreement in Rs. 200/- Kerala stamp paper, as per the attached format.
7. Last date for receipt of quotations is at 4.00 p m on **24.11.2023**. Late quotations will not be accepted. The quotations will be opened at 11.00 a m on **25.11.2023** in the presence of such of the parties or their authorised representatives who may be present at that time.
8. Parties/contractors who have defaulted in executing any purchase order/contract with KBPS or whose purchase order/contract were terminated by KBPS are not eligible to participate in this Quotation.

M.D. Office: 0484-2422243 M.P.A., C.F.A. 0484-2422245

Office: 0484-2422343 P.M. (Mobile): 92880 01403

E-mail: books.kbps@gmail.com , Website: www.kbps.kerala.gov.in

9. The near relatives of employees of KBPS are not eligible to participate in the quotation. The relationship for the purpose will be as specified in Annexure 21 of Stores Purchase Manual of Kerala (extract given as Annexure A). In addition to this mother's sister's son/daughter shall also deemed to be a relative. The declaration (annexure B) in this regard, duly filled and signed should be enclosed with the offer without which the offer will not be considered.
10. All the rights to accept or reject whole or part of the tender without assigning any reason thereof is reserved by KBPS. The decision of KBPS will be final and binding on the party.
11. Details of the requirement and the conditions governing the supply can be obtained free on requisite from the office of the Managing Director, Kerala Books and Publications Society, Kakkanad, Kochi 30
12. All rules and regulations of the quotation shall be in accordance with the Stores Purchase Manual of the Government of Kerala.



**Manager
(Personnel & Administration)**

To
Vendors through e-mail
IT section for publishing in web site /EE/Admin

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 of rule 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:
Date:

Signature of tenderer/Authorized Signatory

Name of the Tenderer

Seal of the Tenderer

Annexure C

| Sl.No | Item Specification | Unit | Quantity | Rate | Price |
|-------|---|------|----------|------|-------|
| 1 | Supply and installation of 2 TR normal split air conditioner with V- Guard Stabilizer Type : normal Star rating : 3 stars or above Compressor : Rotary type Power supply : Single phase Condenser : Anti-corrosive blue fins copper type Remote : codeless type | Nos | 1 | | |
| 2. | Supply and installation of drain, electrical code wire and gas pipe as per site requirements | Lot | 1 | | |
| | Total Amount(Without Tax) in Rs | | | | |
| | GST(.....%) in Rs | | | | |
| | Grand Total amount in Rs. | | | | |

T&C :-

1. Warranty : 3 year comprehensive warranty for A/C unit
2. The warranty should be specified in the offers.
3. A site visit should require for calculating actual quantities.
4. The catalogue should be attached with offer.

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 Rs. (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.