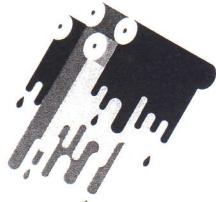




**KERALA BOOKS AND PUBLICATIONS SOCIETY**  
 (An undertaking of the Government of Kerala)  
 Kakkanad P.O. Kochi-682 030, Kerala



No. P2-3485/2023/ 5153

GST no. 32AAATK2642L1ZR

Dated: 08.12.2023

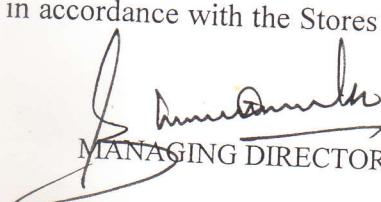
**TENDER NOTICE**

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

Sl. No.	Brief Description/specification of the item	Quantity
1.	Self Sealing Polythene Pouches Size 12" x 16" 250 gsm (Sample 2 Nos should be supplied along with the offer)	1,07,600 Nos

**Terms and Conditions**

1. The envelopes sealed in four sides and middle by using lacquer seal containing the tender should bear the superscription "Tender for Self Sealing Polythene Pouches" due on 14.12.2023 and should be addressed to the Managing Director, Kerala Books and Publications Society, Kakkanad P.O., Kochi - 30.
2. Intending parties may submit the tender on their own letter heads.
3. Payment will be made only after the satisfactory receipt of the item in good condition.
4. The parties are requested to specify their GST no. and HSN code of the item.
5. Last date for receipt of tender is at 3.00 p m on 14.12.2023 Late tender will not be accepted. The tender will be opened at 11.00 a m on 15.12.2023 in the presence of such of the parties or their authorised representatives who may be present at that time.
6. EMD for ₹ 4,800/- 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. 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 tender.
8. 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 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.
9. 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 the Society will be final and binding on the parties.
10. 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
11. All rules and regulations of the tender shall be in accordance with the Stores Purchase Manual of the Government of Kerala.

  
 MANAGING DIRECTOR

To

Vendors through e-mail D. Office: 0484-2422243 M.P.A., C.F.A. 0484-2422245  
 IT section for publishing Office: 0484-2422343 P.M. (Mobile): 92880 01403  
 E-mail: books.kbps@gmail.com, Website: www.kbps.kerala.gov.in

## 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:

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 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. .....