



# KERALA BOOKS AND PUBLICATIONS SOCIETY

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



GST no. 32AAATK2642L1ZR

No. P1-3388/2023/ **3683**

Dated: **15**.09.2023.

## Quotation Notice

### Terms and Conditions

1. Sealed quotations are invited for the purchase of **Electric Scooter on buy back** at our stores at Kakkanad, Ernakulam, Kerala. Detailed specification required for the new Electric scooter and that of old scooter to be sold on buy back are given as annexure A.
2. The **envelopes sealed in four sides and middle by using lacquer seal** containing the tender **bearing the superscription** "Quotation for Electric scooter due on **30**.09.2023" and should reach The Managing Director, Kerala Books and Publications Society, Kakkanad P.O., Kochi - 30
3. Intending parties may submit the offers on their own papers.
4. **Payment will be made only after the satisfactory receipt of the scooter in good condition.**
5. The parties are requested to specify their GST no., PAN no. and HSN code of the item.
6. The offer should be valid for 6 months.
7. **The party should quote the rate for new Electric scooter and that of old scooter to be taken back separately**
8. Management reserves the right to trade or not to trade the old scooter while purchasing the new one.
9. The rates quoted should show the Ex-showroom price at Ernakulam, GST applicable, Insurance Charges (for 1 year) and Vehicle Registration & Lifetime Tax Charges separately. If any of the above or other charges are applicable or to be born by KBPS that should be mentioned clearly in the price sheet.
10. Make/brand and Warranty details of the scooter specified by the party in the letter head should be attached
11. Original Equipment manufacturer (OEM) certificate or authorized dealership/distributorship certificate as applicable should be attached
12. Detailed technical specifications highlighting the features should be attached.
13. Clause by clause compliance of specifications and other details as mentioned in the quotation notice should be attached as per the format given in Annexure B
14. All manuals/catalogue related to operation, maintenance and spare parts must be provided with the scooter in hardcopy.
15. Parties/contractors who have defaulted in executing purchase order/contract with KBPS or whose purchase order/contract were terminated by KBPS are not eligible to participate in this tender for particular item.
16. For finalizing the tender in order to give purchase order to the successful party the performance of the party during the previous supplies, if any, will also be considered
17. Last date for receipt of tenders is at 4.00 pm on **30**.09.2023. Late offers will not be accepted. The quotations will be opened at 2.30 pm on **03.10**.2023 in the presence of such of the tenderers or their authorised representatives who may be present at that time.

18. 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 C). In addition to this mother's sister's son/daughter shall also be deemed to be a relative. The scanned copy of the declaration (annexure D) in this regard, filled, signed and sealed should be submitted along with the quotation.
19. 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.
20. 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
21. All rules and regulations of the Tender/bid shall be in accordance with the Stores Purchase Manual of the Government of Kerala.



Manager

(Personnel and Administration)

To Vendors as per list  
Cc to Stores, Fin, IT team to uplink in website

## **Annexure A**

### **I. Required specification for the new Electric Scooter**

- |                     |   |                               |
|---------------------|---|-------------------------------|
| a. Continuous power | - | 3 KW or above                 |
| b. Motor Power      | - | 3 KW or above                 |
| c. Battery          | - | 3 KWH or above                |
| d. Range            | - | Above 100 KM/charge           |
| e. Preferably       | - | PMSM/BLDC/Mid drive IPM motor |

### **II. Details of scooter to be taken on buy back**

- |                                    |   |                               |
|------------------------------------|---|-------------------------------|
| a. Brief description               | - | Honda active (SCV 100R) BS II |
| b. Class of vehicle                | - | M/C above 95 CC               |
| c. Type of body                    | - | Solo                          |
| d. Fuel                            | - | Petrol                        |
| e. Colour                          | - | Black                         |
| f. Horse power                     | - | 7                             |
| g. Cubic capacity                  | - | 102                           |
| h. Unladen weight                  | - | 111 Kg.                       |
| i. No. of cylinders                | - | 1                             |
| j. Month and year of manufacturing | - | Jun 2008                      |

### Annexure B

S.No.	Information required	Remarks (to be filled by the party)
1.	Make and Model of quoted Electric scooter	
2.	Name of manufacturer of Electric scooter and Country of origin	
3.	Continuous power of the quoted Electric scooter	
4.	Motor Power of the quoted Electric scooter	
5.	Battery power of the quoted Electric scooter	
6.	Range of the quoted Electric scooter	
7.	Preferably PMSM/BLDC/Mid drive IPM motor	Specify
8.	Delivery within (days)	
9.	Payment terms	
10.	Order to be placed on	
11.	Rate of GST	
12.	Guarantee/Warranty period	
13.	Rates Validity period	
14.	Company Certification (ISO, etc.), if any	
15.	Whether manufacturer / authorized distributor /dealer/ agent (Attach certificate)	
16.	Technical literature in original attached	
17.	Authorized service center location and details	
18.	GSTIN and PAN supporting document attached	
19.	Any other relevant information	Please mention the details if any

## **Annexure C**

### **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 D**  
**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