



**Kerala Small Industries Development Corporation**  
(An undertaking of Government of Kerala)

P.B.No: 50, Housing Board Building, Santhi Nagar, Thiruvananthapuram. Pin No: 695001  
Tel No: 0471 2330613, 2330614, 2330458 ( after office hours) Fax: 0471 2330904  
Email - sidcoho@yahoo.com, Website: www.keralasidco.com

No:sidco/wwuppd/tender-37/2024-25

Date:29.10.2024

**TENDER NOTICE**

**Sub:-Sealed twobidsystemtendersinvitedfortheFurniture**

The SIDCO wood working unit, Pappanamcode Trivandrum, invites Sealed Tenders for the works *reg* from experienced and financially sound manufacturers/dealers .

Tender forms and other tender details can be downloaded from the website:[www.keralasidco.com](http://www.keralasidco.com)

Tender Reference No.	sidco/wwuppd/tender/36/2024-25
Name of work	
Quantity	
Value (PAC)	Rs.86700/-(Including GST)
Tender Fee	Rs.500/-
EMD	Rs.2167/-
Tender publishing date and time	29.10.2024at 3.00 pm
Last date and time for submission of Bid	05.11.2024 at 10.30 am
Bid opening date and time	05.11.2024at 11.00 am

**Sd/**

**MANAGERSIDCO WWU PPD**

**total solution provider for small scale sector**

marketing | raw material | construction | industrial estate & park | production  
information technology & telecommunication (IT&TC) | consultancy | trading | special projects

**KERALASMALLINDUSTRIES**  
**DEVELOPMENTCORPORATION**  
**LTD (KERALASIDCO)**

**SIDCO WOOD WORKING UNIT, TRIVANDRUM**

**Website:www.keralasidco.com**

**TENDERSINVITEDFORTHE of Supply of Furniture**

**(An Under taking of Government of Kerala)**

**SIDCO WOODWORKING UNIT,  
PAPPANAMCODE, TRIVANDRUM.**

Tender No. :sidco/wwuppd/tender/No.37/24-25

TENDER FOR THE **Supply of Various Works**

Address

SignatureofTenderer :

LastdateandtimeforReceiptofTenders:.05.11.2024 at 10.30 am

BidOpeningDate : 05.11.2024 at 11 am

**N.B: Tenders are addressed to Manager**

**SIDCO Wood working Unit, Pappanamcode, Trivandrum**

**Phone: 0471-2493763**

### **ELIGIBILITY CRITERIA OF TENDER**

1. The tender is in two bids system viz Technical and Financial
2. The bidder has to submit the tenders in 2 covers superscribing our tender no and Tender name in sealed cover and should reach this office by hand or through post on or before the last date and time. The Tenders shall be submitted as specified below:

## **COVERNO.1:TECHNICALBID**

- I. Participating bidders should furnish self attested copies of all testimonials along with Bid.
- II. Constitution of the firm i.e. attested copy of Certificate of MSME Registration of the firm, Udyog Aadhaar Memorandum, Memorandum & Articles of Association, Partnership deed (if Proprietary firm, copy of Identity proof, Electoral card / Aadhaar card - duly attested).
- III. The bidder should have valid GST registration, PAN etc. (Enclosed self attested copy of the same).
- IV. The Tenderer should sign on all pages of the Tender Notice and Terms & Conditions and submit the same with the Technical Bid, as a token of acceptance of the terms and conditions, with office seal affixed along with cover one.
- V. The bidder shall have proven experience in the execution of similar type work/supply of items as applicable (Work order copy / Completion certificate has to be enclosed)
- VI. The bidder shall enclose the Specification details of the required items/work as per tender.
- VII. The EMD & Tender fee should be payable at Kerala SIDCO Ltd by the way of DD.
- VIII. EMD & Tender Fee exemption is allowed for only MSME unit/PSU and unit having Udyog Aadhaar Memorandum.

## COVERNO.2:FINANCIAL BID

1. Bidders shall submit their lowest offer in a separate cover (The rates with split-up of tax, transportation, installation, delivery charges) should be clearly mentioned.

### SPECIFICATIONS

Sl.no	Description of the Item	Unit	Qty
<b>1</b>	L Shape Executive Table – Front Table 200 cm Length x 90 cm Table top width x 75 cm height front table with one cupboard, one drawer, foot rest keyboard tray etc. Side portion are using for file rack making. File Rack height 75 cm x length 90 cm x width 40 cm . File Rack having two horizontal and two vertical compartments, two openable shutter with lock and key facilities Material- rub wood (chemically treated 18 mm/12 mm ) Auto closer Hinges, Branded Locks, SS 4 inch handle and all related materials. Each portion of the table should be polished using 3 coats of sanding sealer with proper sand papering for obtaining even and smooth surface followed with one coat of clear exterior grade PU spray polish finish.	Nos	1
<b>2</b>	Supply of Table Top 12 mm Glass , all side edge polished size of Glass 200 cm x 90 cm	Nos	1

## **TENDER CONDITIONS**

### **GENERAL TERMS & CONDITIONS OF TENDER**

1. Every tender shall be made in English. Tender should be free from overwriting. All corrections and alterations should be duly self attested by the tenderer. The bidders shall sign and seal in all pages of the Tender Notice and Tender documents.
2. Tenders forwarded through e-mail or open cover will not be entertained.
3. Tenders sent without two covers system is liable to be rejected.
4. Tenders received after the due date and time will not be considered.
5. Financial bids of those who technically qualified alone will be evaluated.
6. The items shall require 2 years comprehensive on-site warranty (Copy of the same in letterhead of firm/manufacturer has to be enclosed). Or Manufacturer's warranty in case of Computer/Electronic/Electrical items as the case may be.
7. In case of electronic goods/computer system and peripherals copy of the on-site warranty certificate copy from the manufacturer has to be submitted to Corporation.
8. The rates furnished by bidders shall be inclusive of statutory duties, all taxes, transportation, delivery and installation charges (taxes & Charges has to be clearly shown separately in the Financial Bid).
9. The successful bidder has to execute an agreement as per the format specified in ANNEXURE-I (After award of Contract)
10. Once the tender has been accepted, the bidder shall be liable to supply the products/execute the works as per the Purchase/Work Order within the time stipulated for delivery.

11. The items supplied against the tender must strictly conform to the specifications as prescribed in tender. If there is any variation in the specification of the product supplied the same has to be replaced.
12. The assurance of quality, time bound supply, delivery and installation of the products/execution of works at customer site will be the sole responsibility of the bidder and they should ensure the same.
13. The Successful bidder on award of Purchase order based on the tender, has to return a copy of the same to SIDCO duly signed and sealed as token of acceptance.
14. The tenders should be valid for a period of three months from the date of opening of tender
15. Transporting of material to our customer site will be responsibility of the supplier and hence the prices shall be inclusive of transportation charges which has to be shown separately.
16. An agreement has to be executed between Kerala SIDCO and the successful bidder within seven working days after publishing the **Award of contract**.
17. By submitting the bid it is presumed that the bidder has verified the tender documents and technical specification of the items in details and has quoted the tender rate accordingly.
18. The bidders should agree and give an undertaking that they will give on site support through their local office/support centre/ arrangement in Kerala and keep it operational till the duration of warranty.
19. The assurance of quality, time bound delivery, supply and installation of the products/execution of works at customer site will be the sole responsibility of the bidder and they should ensure the same.
20. The Successful bidder on award of Purchase order based on the tender, has to return a copy of the same to SIDCO duly signed and sealed.

21. The successful tenderer shall submit the agreement in stamp paper and within the period specified in the letter of acceptance of his tender/supply order.
22. If the bidder fails to honor the Purchase/Work Order or fails to deliver the products/execution of works in time, the Corporation will make its own arrangement for supplying the products/execution of works at the cost of the bidder. If the Corporation incurs any loss in this account, the amount will be recovered from the bidder.
23. SIDCO or the ultimate customer will be doing final inspection for product/work supplied/delivered and shall reject the material at the cost of supplier in case of quality/specification complaint. The rejected goods are to be removed from supply point at the expense of supplier and materials should be replaced within time limits as intimated by SIDCO.
24. Quality Complaints: Any kind of quality complaints, if noticed, will be made good from the bidder's bill or from any other amount due to the bidder from the Corporation or through other means which the Corporation thinks fit, including Revenue Recovery. It is the duty of successful bidder to prove that they have not caused any quality complaints of the product/execution of work, delivered to the customers of the Corporation.
25. The corporation will in no way indemnify against any eventualities arising out of low quality of products/work/service and punishments by the legal/statutory authorities due to negligence, willful act on the part of the bidder or his representative engaged by the bidder. All such issues are to be solved by the Bidder at his own risk.
26. Disputes: All disputes in this regard, if any, will be settled by Arbitration. The venue of the Arbitration will be either in Thiruvananthapuram or Ernakulam. The Arbitrator will be appointed by the Managing Director of Kerala SIDCO Ltd. and the law will be Indian law and language will be in English.
27. Those who have been terminated or blacklisted by Govt./Kerala SIDCO will not be able to participate in this tender.



28. Samples and specimens has to be provided as per the tender requirement wherever necessary.

29. Following documents are to be presented by the successful bidder for payment after

Supply: Triplicates of invoices Acceptance, Completion and Delivery certificate has to be produced from the customer department with specific remarks.

30. The rate offered must be valid for 60 days.

31. SIDCO shall make payment to successful bidder only after collecting sales proceeds and deducting the service charges. No interest is paid to bidder for belated payments from customer department.

32. The Earnest Money Deposit will not bear any interest.

33. The Manager/authority concerned of Kerala SIDCO reserves the right to accept or reject the tender/tenders without assigning any reason thereof.

Sd/-

**Signature of issuing authority**

## Tender Acceptance Form

I/We agree to all above terms and conditions of the Tender No..... and Supply of..... items as per the specifications/drawings provided in the tender and quote the rate in financial bid of the tender.

Name & Full address of the tenderer: (with E-mail ID & Mobile number)

Details of items offered against tender with catalogue if any:

Delivery

period:..... Warrant

y/Self Life:

Our bank details provided below

Bank Name:

Account No.

IFSC No.

**Signature of the Tenderer with Seal**

Place:

Date:

**BID FORM**

From,.....

.....

To,

**Sub:..... Ref. Tender**

**No.....**

1. Having examined the conditions of tender contract, the receipt of which is hereby duly

acknowledged, I/we, undersigned, tenders specifications referred above and also to the said terms conditions.

2. Bid submitted by us is properly sealed and prepared so as to prevent any subsequent alteration and replacement.

3. We understand that you are not bound to accept the lowest or any bid, you may receive.

4. I/We affirm that I/We have enclosed the acceptance of all terms and conditions and also all brochures detailing the technical specification of the items quoted by me/us. Dated this

.....day of..... 2020

Signature of

In capacity of duly authorized to sign the bid for and on behalf of -----

Witness 1.-----

Witness 2.-----

**FORM OF AGREEMENT**

AGREEMENT executed ..... day of .....2020 by M/s.  
.....(Called the Contractor) and The Manager, SIDCO  
..... on behalf of Kerala SIDCO Limited. (Hereinafter call the SIDCO)

WHEREAS the Contractor has tendered for the supply of articles for the use of the Government as per the Tender Notification No..... dated ..... published at website: [www.keralasidco.com](http://www.keralasidco.com) which tender notifications shall form part of this Agreement as if incorporated herein.

AND WHEREAS the SIDCO has/has been pleased to accept the offer in respect of the article mentioned in the copy of the order attached.

AND WHEREAS the Contractor has as security for the due fulfillment of his obligations under this deed deposited Rs..... being ..... percent of the estimated

## NOW THESE PRESENTS WITNESS AS FOLLOWS

1. The contractor hereby declares that the goods sold to the buyer under this contract shall be of the best quality and workmanship and shall be strictly in accordance with the specifications as sample and particulars contained in the copy of the order attached herewith and the contractor hereby guarantees that the said goods would continue to conform to the description and quality aforesaid for a period of one year from the date of delivery of the said goods to the SIDCO and that notwithstanding the fact SIDCO may have inspected and/or approved the said good, if during the aforesaid period of one year the said goods be discovered not to conform to the description and quality aforesaid or have deteriorated (and the decision of SIDCO in that behalf will be final and conclusive) SIDCO will be entitled to reject the said goods or such portion thereof as may be discovered not to conform to the said description and quality. On such rejection, the goods will be at the Contractor's risk, and all the provisions herein contained relating to rejection of goods etc. shall apply. The contractor shall, if so called upon to do so, replace the goods etc. or such portion thereof as is rejected by SIDCO. Otherwise the Contractor shall pay to SIDCO such damages as may arise by reason of the breach of the condition herein contained. Nothing herein contained shall prejudice any other right of SIDCO in that behalf under this contract or otherwise.
2. Request for enhancement of rates once accepted will not be considered except where SIDCO have, prior to the actual suppliers, expressly agreed in writing for any price variation under specified circumstances. Conditions of sales or other special terms and conditions if any printed on the quotations sheet of the contractor or attached with contractor's tender or any other letter or paper from the contractor will not govern this contract nor bind SIDCO in any manner whatsoever unless such terms have been expressly accepted by the SIDCO in writing.
3. The articles and quantities to be supplied are as shown in the copy of the order No..... dated..... Here with attached, which shall be considered as part of this Agreement. The contractor agrees to supply the quantities of the articles shown in the order at the rate tendered by him for each article/within the time fixed.
4. The contractor agrees that time is the essence of this contract.
5. If the contractor defaults in the supply of all or any of the articles correctly and promptly as above SIDCO is at liberty to procure the same from elsewhere without canceling the contract as a whole. If SIDCO incur, in thus procuring such materials, higher cost than the agreed rates such excess cost may be deducted by SIDCO from the Contractor's bill or adjusted or otherwise realized from his security deposit or recovered from him by other means. The contractor agrees that he shall not be entitled to claim the excess, if any of the tendered rates over such cost to SIDCO.
- 6.(a) The contractor agrees that final payment will be made only on production of tax clearance certificates relating to Sales Tax and Income tax by him.  
(b) All payments to the contractor for supplier effected satisfactorily will be made after scrutiny of his bills.

I. Either by cheques drawn on Government Treasuries.

II. OrbyaccountpayeechequedrawnnonSIDCO'sBankers.

III. OrinthecaseofsuppliesfromabroadbyDraftsorotherwiseasmaybeagreedto.

(c) Thefirmswillproducestampedpre-receiptedinvoicesforpayments.

7. AllincidentalexpensesincurredbySIDCOformakingpaymentoutsidetheDistrictinwhichtheclaim arisesshallbebornebythecontractor.
8. The contractor shall not assign or make over in part or wholly the contractor or the benefits or burdensthereof.Thecontractorshallnotunderletorsublettheexecutionofthecontractorany partthereofwithouttheconsentofSIDCOinwritingSIDCOshallhaveabsolutepowertorefusesuch consentorrescindsuchconsent(ifgiven)atanytime.Thecontractorshallnotberelievedfromhis obligation,dutyorresponsibilityunderthiscontractevenifconsenttoletorsubletisgivenbySIDCO.
9. Notwithstanding the provisions contained in clause 4 SIDCO shall have the right to cancelthe contractforanydefaultonthepartofthecontractorindueperformancethereof.
10. ItshallbelawfulfortheSIDCOfromandoutofanymoneysforthetimebeingpayableorduetothe contractor from SIDCO under this contract or otherwise to set off any loss or expense, cost of damages,sustainedorincurredbySIDCObyreasonofthecancellationofthecontract
11. Thesecuritydepositshallsubjecttotheconditionsspecifiedhereinbereturnedtothecontractor within three months after the expiration of the contract, if the contractor has performed his obligation under the contract. In all cases where are guarantee for the goods supplied the securitydepositwillbereleasedonlyaftertheexpiryoftheguaranteeperiod.
12. Thecontractoragreesthatanycommunicationaddressedtohimmaybehandedovertohim or hisagentpersonallyorleftathisresidenceorplaceofbusinessormaybesentbyprepaidpost tohisaddressasmentionedinthisdeed.
13. ThecontractoragreesthatallsumsfoundduetoSIDCOunderorbyvirtueofthesepresentsshallbe recoverable from him and his properties movable and immovable under the provisions of the RevenueRecoveryActforthetimebeinginforceasthoughtheyarearrearsoflandrevenueorinany mannerasSIDCOMaydeemfit.
14. ThecontractoragreesthatanysumofmoneydueandpayabletohimfromSIDCOshallbeadjusted

against any sum of money due to SIDCO from him under any other contracts.

15. It is mutually agreed that all amounts due to SIDCO towards damages or loss from the contractor shall be recovered either by initiating revenue recovery proceedings under the Revenue Recovery Act or through the courts at Ernakulam only. IN WITNESS WHEREOF THE CONTRACTOR

.....

..... (H.E.name and address  
of the contractor and Sri.....

..... Manager/Special Officer/Sr. Manager SIDC

..... For and on behalf of the Kerala Small Industries Development Corporation Ltd., Thiruvananthapuram have hereunto set their hands. Signed sealed and Delivered by:

SIGNATURE OF THE CONTRACTOR In the

presence of witnesses:

1.

2

Signed, sealed and delivered by Sri.....  
Manager/Spl. Officer/Sr. Manager.....

..... (H.E.Name & Designation) for and on behalf of

Kerala Small Industries Development Corporation Ltd, Thiruvananthapuram.

SIGNATURE OF THE..... In the

presence of witnesses

1.

2

FINANCIAL BID

Sl.no	Description of the Item	Unit	Qty	Bid Amount
<b>1</b>	L Shape Executive Table – Front Table 200 cm Length x90 cm Table top width x75 cm height front table with one cupboard, one drawer, foot rest keyboard tray etc. Side portion are using for file rack making. File Rack height 75 cm x length 90 cm x width 40 cm . File Rack having two horizontal and two vertical compartments, two openable shutter with lock and key facilities Material- rub wood (chemically treated 18 mm/12 mm ) Auto closer Hinges, Branded Locks, SS 4 inch handle and all related materials. Each portion of the table should be polished using 3 coats of sanding sealer with proper sand papering for obtaining even and smooth surface followed with one coat of clear exterior grade PU spray polish finish.	nos	1	
<b>2</b>	Supply of Table Top 12 mm Glass , all side edge polished size of Glass 200 cm x 90 cm	nos	1	

Total Bid amount Rs.....)

Place :

Name of the Bidder

Date :

Signature of the Bidder



