

**NZ/PDU/STR/KZH/2023-24/MT-30****11.01.2024****TENDER NOTICE**

**Sub:-**Inviting Sealed Tenders for Fabrication and Supply of GRAPHITE BLOCK (Without Material) as per drawing- reg.

The Head, Tool room cum Training Centre, Parapparakunnu, Pantheerankavu (P.O), Kozhikode - 673019 invites Sealed Tenders for Fabrication and Supply of GRAPHITE BLOCK (Without Material) as per drawing from financially sound suppliers. Tender forms and other tender details can be downloaded from the website:www.keralasidco.com

Tender Reference No.	<b>NZ/PDU/STR/KZH/2023-24/MT-30</b>
Name of work / Item	Fabrication and Supply of GRAPHITE BLOCK (Without Material) as per drawing.
Quantity	Details are given below.
Tender Value (PAC)	Rs.75,242/- (Inclusive of GST).
Tender Fee	Rs.590/- (Inclusive of GST).
EMD	Rs.1881/-
Tender Publishing Date	11.01.2024
Last date and time for submission of Bid	25.01.2024 at 02:00 pm.
Bid opening time	25.01.2024 at 03:30 pm.

Sd/-  
Tool Room Head,  
TRTC Calicut.

**total solution provider for small scale sector**marketing | raw material | construction | industrial estate & park | production  
information technology & telecommunication (IT&TC) | consultancy | trading | special projects



**KERALA SMALL INDUSTRIES  
DEVELOPMENT CORPORATION LTD.**  
(An Undertaking of Government of Kerala)

P.B.No. 50, 6<sup>th</sup> Floor, Housing Board Building, Santhi Nagar,  
Thiruvananthapuram, PIN – 695 001. Tel No : 2330613, 2330614, 2330909  
Fax : 0471 2330904. E-mail : sidcoho@yahoo.com

**FABRICATION AND SUPPLY OF  
GRAPHITE BLOCK (Without Material) as per drawing.**

**TENDER NO: NZ/PDU/STR/KZH/2023-24/MT-30**

[www.keralasidco.com](http://www.keralasidco.com)

**KERALA SIDCO LTD.**

(An Under taking of Government of Kerala)

**NZ/PDU/STR/KZH/2023-24/MT-30.**

**TENDER INVITED FOR THE FABRICATION AND SUPPLY OF THE FOLLOWING ITEMS**

**GRAPHITE BLOCK (Without Material) as per Drawing.**

<b>SL No</b>	<b>Item Description.</b>	<b>Rate/Unit (Rs.)</b>	<b>Qty</b>	<b>Max PAC Amount Allowed</b>
<b>1</b>	<b>GRAPHITE BLOCK AS PER DRAWING</b>	<b>61180</b>	<b>1 No</b>	<b>61180.00</b>
<b>A</b>	<b>Total</b>			<b>61180.00</b>
<b>B</b>	<b>Transportation &amp; Packing Charges</b>			<b>6000.00</b>
<b>C</b>	<b>GST@12%</b>			<b>8061.60</b>
<b>D</b>	<b>Round Off</b>			<b>0.40</b>
<b>E</b>	<b>Total PAC Value With GST</b>			<b>75242.00</b>

**Scope of work:**

Fabrication and Supply of **GRAPHITE BLOCK (Without Material) as per drawing.** (Terms and conditions, Drawings related with work details can collect directly from TRTC in office time).

Works Involves only CNC milling (VMC) (with machines/ methods of high accuracy), and inspection. All the tooling requirements has to be procured by the party and no tooling in this regard will be supplied by TRTC. Special care shall be taken to maintain the profile and dimensions as per specifications.

**Name of Tenderer :**

**Address :**

**Signature of Tenderer :**

**Last date and time for Receipt of Tenders: 25.01.2024 at 2.00 PM**

**Bid Opening Date : 25.01.2024 at 3.30 PM**

N.B: Tenders shall be are addressed to

**THE HEAD  
SIDCO Tool Room cum Training Centre,  
Parapparakunnu, Pantheerankavu, Kozhikode 673019.**

## **ELIGIBILITY CRITERIA OF TENDERERS**

1. The tender is in two bid system viz Technical and Financial
2. The bidder have 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 speed post on or before the date mentioned in the website. The Tenders shall be submitted as specified below:

### **COVER NO.1 : TECHNICAL BID.**

- i) Participating bidders should furnish self-attested copies of all testimonials along with Bid.
- ii) The bidder should have valid GST registration, PAN etc.
- iii) The bidder should have proven experience in supply of similar items and attach copy of similar purchase order received.
- iv) The bidder should furnish agreement in the prescribed format (To be furnished in Rs.200 stamp paper by successful bidder only after award of work order)
- v) The bidders shall sign and seal in all pages of the Tender Notice and Tender documents and enclose along with Technical bid (cover 1).
- vi) The bidder should submit their unit/company registration details. (Copy of Certificate of registration, Eg: Panchayath License).
- vii) The bidder should enclose the signed and sealed copy of Tender acceptance form & Bid form along with Technical bid (cover 1).
- viii) The EMD & Tender fee shall be payable at Kozhikode by way of DD (DD in the name of 'Tool Room cum Training Centre').
- ix) EMD & Tender Fee exemption is allowed only for MSME unit/PSU working within the state of Kerala. (Copy of necessary documents are to be attached).

### **COVER NO.2: FINANCIAL BID**

1. Bidders shall submit their lowest offer in a separate cover ( The basic rates with split-ups of tax, transportation, delivery charges, etc, applicable, if any) should be clearly mentioned. TRTC will not pay any other charges rather than the quoted amount.

## **SPECIAL TERMS & CONDITIONS**

1. The contractor shall have essential facilities for completing the work as per drawing.
2. Minor changes/modifications, if any during the course of fabrication/machining, shall be done without any additional cost.
3. No tooling will be supplied by TRTC. No extra charges will be paid towards the tooling procured by the party (vendor). All gauges, templates, jigs & fixtures used for fabrication & inspection shall be identified & qualified to the satisfaction of the department. Measuring instruments shall be in good condition & periodically calibrated by any authorized agency.
4. Qualified raw material(Graphite block of 900mmX500mmX50mm)as per the drawing will supply as FIM (Free Issue Material).
5. Traceability of raw material code shall be ensured at all stages of processing & storage.
6. Material Consumption statement should be furnished and balance material, if any, shall be returned along with the item.
7. The party shall dispatch the items to TRTC only after receiving final clearance by TRTC.
8. CMM inspection / similar Precision Inspection methods shall be carried out for all critical dimensions and profile checking.
9. Special care shall be taken to handle, pack and transport the components in separate in self-sealing packs to avoid scratches or damages.The Contractor will be held responsible for the stores being sufficiently and properly packed for transport by rail, road, sea or air to withstand transit hazards and ensure safe arrival at the destination. The packing and marking of packages shall be done by and at the expense of the Contractor.
10. **Delivery Period:** Within 5 days from the date of issue of Material.
11. **Material delivery point** – Tool Room cum Training Centre, Parapparakunnu, Pantheerankavu, Kozhikode 673019 or the place demanded by TRTC.
12. Please ensure that the item supplied meet our specification and in good quality otherwise it will be rejected.
13. Payments to the supplier will be made only after receiving TRTC's invoice amount from our client and any short collections /deductions due to rejection, late delivery etc. may deduct from the supplier's invoice value.

## **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.
2. **The bidders shall sign and seal in all pages of the Tender Notice and Tender documents.**
3. Tenders forwarded through e-mail or open cover will not be entertained.
4. Tenders sent without two Cover system is liable to be rejected.
5. Tenders received after the due date will not be considered.
6. Financial bids of those who technically qualified alone will be evaluated.
7. The rates furnished by bidders shall be inclusive of statutory duties, all taxes, transportation, delivery and installation charges if applicable (Taxes & Charges has to be clearly shown separately in the Financial Bid).
8. The successful bidder has to execute an agreement as per the format specified in ANNEXURE –I (After award of Contract).
9. Once the tender has been accepted, the bidder will be liable to supply the products/execute the works to the destinations as per the Purchase/Work Order within the time stipulated for delivery.
10. 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.
11. Statutory deductions shall be recovered from the work bill as per prevailing rules.
12. **The tender should be valid for a period of three months from the date of opening of tender**
13. Transporting of materials to our site or our customer site will be responsibility of the supplier and hence the prices shall be inclusive of transportation charges which have to be shown separately.
14. An agreement has to be executed between Kerala SIDCO and the successful bidder within seven working days after publishing the **Award of contract**.
15. 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.
16. The assurance of quality, time bound delivery, supply and installation of the products/execution of works at customer site, after sale services etc. will be the sole responsibility of the bidder and they should ensure the same.
17. 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.
18. 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.
19. 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 in time limit as intimated by SIDCO.
20. 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.
21. 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, wilful 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.
22. 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.

23. Those who have been terminated or black listed by Govt. / Kerala SIDCO will not be able to participate in this tender.
24. Samples and specimens has to be provided as per the tender requirement wherever necessary.
25. Following documents are to be presented by the successful bidder for payment after Supply:
  - Triplicates of invoices,
  - Temporary Permit Documents
  - Insurance Documents.
26. **The rate offered must be valid for 90 days.**
27. The tender will be considered firm for acceptance for a period of 90 DAYS and the tenderers will not be free to withdraw or modify their tender within this period or till after the tenders are decided, whichever is earlier.
28. Defects if any noticed within 12 months from the date of completion, will be got rectified by the bidder.
29. SIDCO shall make payment to successful bidder. No interest is paid to bidder for belated payments from customer department.
30. The Earnest Money Deposit will not bear any interest.
31. The managing director /Head-Pruction Infra structure / Regional Operation Head, Head Tool room cum Training Centre Kerala SIDCO reserves the right to accept or reject the tender/tenders without assigning any reason thereof.
32. All conditions in Notice inviting Tenders will form part of the agreement.

**Sd/-**  
**Tool Room Head.**  
**TRTC Calicut.**

# **Tender Acceptance Form**

**(In bidders letter Head).**

I/We agree to all above terms and conditions of the Tender No: **NZ/PDU/STR/KZH/2023-24/MT-30** and **Fabrication & Supply of GRAPHITE BLOCK (Without Material)** 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:.....

Our bank details provided below

Bank Name:

Account No.

IFSC No.

**Signature of the Tenderer with Seal**

Place:

Date:



**BID FORM**

**(In bidders letter Head).**

From,

.....  
.....

To,

**THE HEAD  
SIDCO Tool Room cum Training Centre,  
Parapparakunnu, Pantheerankavu, Kozhikode 673019.**

Sir,

**Sub: Tender for the Fabrication & Supply of GRAPHITE BLOCK (Without Material) as per drawing.**

**Ref. NZ/PDU/STR/KZH/2023-24/MT-30.**

1. Having examined the conditions of tender contract, the receipt of which is hereby duly acknowledged, I / we, undersigned, tender 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..... 2024.

Signature of

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

Witness 1. -----

Witness 2. -----

**ANNEXURE-I**

**(Sign in all pages and submit along with tender)**  
**(TO BE FURNISHED IN Rs.200 STAMP PAPER AFTER AWARD OF WORK ORDER)**

**FORM OF AGREEMENT**  
**(For contract for supply of specific quantities)**

AGREEMENT executed ..... day of .....2024 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/Supplier 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 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 here in contained shall prejudice any other right of SIDCO in that behalf under this contractor 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 quotation 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 o this Agreement. The contractor agrees to supply the quantities of the articles shown in the order at the rate tendered by him for each articles / within the time fixed and as per the temrs anditiones mentioned in the Supply Order.
- 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 rate 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 suppliers effected satisfactorily will be made after scrutiny of his bills.
    - I. Either by cheques drawn on Government Treasuries.
    - II. Or by account payee cheque drawn on SIDCO's Bankers.
    - III. Or in the case of supplies from abroad by Drafts or otherwise as may be agreed to.
  - (c) The firms will produce stamped pre-receipted invoices for payments.
- 7) All incidental expenses incurred by SIDCO for making payment outside the District in which the claim arises shall be borne by the contractor.
- 8) The contractor shall not assign or make over in part or wholly the contractor or the benefits or burdens thereof. The contractor shall not underlet or sublet the execution of the contract or any part thereof without the consent of SIDCO in writing SIDCO shall have absolute power to refuse such consent or rescind such consent (if given) at any time. The contractor shall not be relieved from his obligation, duty or responsibility under this contract even if consent to let or sublet is given by SIDCO.
- 9) Not withstanding the provisions contained in clause 4 SIDCO shall have the right to cancel the contract for any default on the part of the contractor in due performance thereof.
- 10) It shall be lawful for the SIDCO from and out of any moneys for the time being payable or due to the contractor from SIDCO under this contract or otherwise to set off any loss or expense, cost of damages, sustained or incurred by SIDCO by reason of the cancellation of the contract
- 11) The security deposit shall subject to the conditions specified herein be returned to the contractor 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 security deposit will be released only after the expiry of the guarantee period.
- 12) The contractor agrees that any communication addressed to him may be handed over to him or his agent personally or left at his residence or place of business or may be sent by prepaid post to his address as mentioned in this deed.

- 13) The contractor agrees that all sums found due to SIDCO under or by virtue of these presents shall be recoverable from him and his properties movable and immovable under the provisions of the Revenue Recovery Act for the time being in force as though they are arrears of land revenue or in any manner as SIDCO may deem fit.
- 14) The contractor agrees that any sum of money due and payable to him from SIDCO shall be adjusted 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 toward damages or loss from the contractor shall be recovered either by initiating revenue recovery proceedings under the Revenue Recovery Act of through the courts at Ernakulam only.

IN WITNESS WHERE OF THE CONTRACTOR .....  
 ..... (H.E. name  
 and address of the contractor and Shri.....  
 ..... Manager/Special Officer/Sr. Manager SIDCO  
 ..... For and on behalf of the Kerala Small  
 Industries Development Corporation Ltd., Thiruvananthapuram have here unto set their hands. Signed  
 sealed and Delivered by:

SIGNATURE OF THE CONTRACTOR

In the presence of witnesses:

1

2

Signed, sealed and delivered by Shri.....  
 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

## CHECKLIST

Sl. No	Description	Compliance (Yes/No/Explain)	Remarks
1	<b>Tender Fee</b> <ul style="list-style-type: none"> <li>• Shall be payable at Kozhikode by way of Demand Draft (DD in the name of Tool Room cum Training Centre)</li> </ul>		
2	<b>EMD</b> <ul style="list-style-type: none"> <li>• Shall be payable at Kozhikode by way of Demand Draft (DD in the name of Tool Room cum Training Centre)</li> </ul>		
3	<b>Copy of Tender fee/EMD exemption (only for MSME unit/ PSU working within the state of Kerala)</b> <ul style="list-style-type: none"> <li>• Self attested Copy of necessary documents i.e, MSME registration certificate, Udyog Aadhaar, Udyam registration, etc. should attach.</li> </ul>		
4	<b>Bid form in Bidder Letter Head</b> <ul style="list-style-type: none"> <li>• Fully filled (From Address &amp; Date)</li> <li>• Signed by 2 Witnesses</li> <li>• Authorized Signature with seal</li> </ul>		
5	<b>Tender Acceptance Form in Bidder Letter Head</b> <ul style="list-style-type: none"> <li>• Fill all the details               <ol style="list-style-type: none"> <li>I. Name &amp; Full address with e-mail &amp; mobile number</li> <li>II. Delivery Period</li> <li>III. Bank account details (Bank name, Account number, IFSC Code)</li> <li>IV. Place &amp; Date</li> </ol> </li> <li>• Authorized Signature with seal</li> </ul>		
6	<b>Copy of PAN Card</b> <ul style="list-style-type: none"> <li>• Self attested – sign with seal</li> </ul>		
7	<b>Copy of GST Certificate</b> <ul style="list-style-type: none"> <li>• GST number should valid</li> <li>• Self attested – sign with seal</li> </ul>		
8	<b>Copy of similar Purchase order issued to bidder</b> (To prove experience in supply of similar item) <ul style="list-style-type: none"> <li>• Self attested – sign with seal</li> </ul>		
9	<b>Sign and Seal in the whole tender document including Tender Notice.</b> <ul style="list-style-type: none"> <li>• Page 1 to 12</li> <li>• Fill all the details               <ol style="list-style-type: none"> <li>I. Page No.3 (Name, Address, Signature with seal)</li> <li>II. Page No. 13 (Fill columns Yes/No or Remarks)</li> </ol> </li> </ul>		
10	<b>Agreement format (Page 10 to 12)</b> <ul style="list-style-type: none"> <li>• Print in normal paper &amp; sign in all pages and submit along with tender (To be furnished in Rs.200 stamp paper after award of work order)</li> </ul>		
11	<b>Financial Bid in Separate Cover</b>		