

THE KERALA AGRO INDUSTRIES CORPORATION LTD
(A Government Undertaking)



TENDER DOCUMENT FOR SUPPLY AND INSTALLATION OF COMPUTER
AND ACCESSORIES AT AGRO SUPER
BAZAAR, THRISSUR.

TENDER NO. KAIC/HO/TECH/TCR/2/2016-17 DATED: 15.02.2017

THE KERALA AGRO INDUSTRIES CORPORATION LIMITED
REGISTERED OFFICE; 'KISSAN JYOTHI', FORT,
THIRUVANANTHAPURAM - 695 023
Phone: 0471 - 2471343, 44, 45.
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(A Government Undertaking)
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NOTICE INVITING TENDER
SUPPLY AND INSTALLATION OF COMPUTER AT AGRO SUPER BAZAAR, THRISSUR

Competitive tenders are invited from manufactures and authorized dealers for the supply and installation of computer in Agro super bazaar at Thrissur as per the schedule.

No	Description	<u>Supply And Installation Of Computer, Agro Super Bazaar, Thrissur</u>
1	E Tender No.	No. KAIC/HO/TECH/TCR/2/2016-17 Dated : 15/02/2017
2	Description of the item	Supply and installation of computer and accessories at Agro Super Bazaar. PAC Rs: 3,15,420/-
3	Approximate Quantity	Details attached in the work schedule
4	Cost of tender documents	Rs. 500/-+VAT
5	EMD	Rs.8000/-
6	Last date of receipt of tender	27.02.2017, 3PM
7	Date of opening	27.02.2017, 4PM

Tender Forms can be downloaded from the website www.keralaagro.com .
Managing Director, The Kerala Agro Industries Corporation Ltd reserves the right to reject any or all Tenders without assigning any reason thereof. Details can be obtained from office of the Managing Director, The Kerala Agro Industries Corporation Ltd., "Kissan Jyothi", Fort, Thiruvananthapuram-695023 during working days from 16.02.2017 to 27.02.2017 (Ph: 0471 2471343 – 45. Fax no. 04712463188).
Thiruvananthapuram- 15.02.2017

MANAGING DIRECTOR

THE KERALA AGRO INDUSTRIES CORPORATION LIMITED

(A Government Undertaking)

**REGISTERED OFFICE; 'KISSAN JYOTHI', FORT,
THIRUVANANTHAPURAM-695 023**

TENDER NO. KAIC/HO/TECH/TCR/2/2016-17 DATED: 15.02.2017

**SUPPLY AND INSTALLATION OF COMPUTER AND ACCESSORIES AT AGRO
SUPER BAZAAR, THRISSUR -
INSTRUCTIONS , TERMS AND CONDITIONS FOR SUBMISSION OF TENDERS**

Scope of Work

- a. The bidder shall supply and install computer and accessories at Agro super bazaar at Thrissur, according to the design and directions of Engineers, KAICO at the time of execution.
- b. The tenderer should be completed the works within 15 days from the date of placement of supply order.
- c. Shall provide performance guarantee for the supplied items for 18 months from the date of completion of work and necessary service and maintenance support as required by the Corporation.
- d. The work should be completed satisfactory at the agreed time .

Tender details to be submitted:

- a. Copy of duly signed and sealed Tender form, preliminary agreement should executed in Kerala stamp paper worth Rs. 200/- in the prescribed Performa and duly signed and enclosed along with tender.

The tender documents should be submitted to the Managing Director, Kerala Agro Corporation Ltd, Kissan Jyothi, Fort P.O, Trivandrum whenever the Corporation requested to do so ,falling which the tender will be liable for rejection.

The rate may be quoted in the tender as follows for ascertaining the contract amount.

- a. (-) % below estimate rate
- b. (+) % above estimate rate
- c. Estimate rate

The rate may be the quoted in words and figures

Cost of Tender Document :

Tenderer shall remit Rs.500/- + VAT as cost of the tender document in the form of Demand Draft infavour of Managing Director, KAICO, Trivandrum.

Earnest Money Deposit (EMD) :

Tenderer shall remit Rs. 8000/- (Rupees eight thousand only) as EMD in the form of demand draft.

Tenders without EMD and preliminary agreement will be rejected.

The EMD will be forfeited to Corporation in case after submitting the tender, the tenderer withdraws his offer or fails to execute the agreement when called for to do so.

The EMD of the tenders who have not qualified in the bid will be refunded after finalizing the contract.

EMD shall not bear any interest.

Opening of Tender:

The tender will be opened on **27.02.2017** at **4PM**

In case the date of opening of tender happens to be a holiday, it will be opened on the next working day at the same time and place.

The decision of Corporation will be final in this regard.

Security Deposit:

- The successful tenderer will have to execute agreement in Kerala stamp paper worth Rs.200/- in the prescribed form and in the prescribed manner and furnish a security deposit of 5% of the total value of contract. Any exemption on payment of security deposit would be allowed based only on production of Exemption Certificate by the Government.
- Security Deposit shall not bear any interest.

Release of Security Deposit:- Security deposit unless forfeited to the company in part or in full, will be refunded after the contract has been fulfilled and after meeting all the contractual obligations.

Performance Guarantee :

The successful tenderer will have to provide performance guarantee amounting to 5% of the

contract amount, by way of Bank Guarantee covering the period of warranty, subject to a minimum period of 12 months from the date of completion of the work.

Payment:

The payment shall be made according to the bills received by the Engineer in charge of work under KAICO. The bill will be paid to the contractor within 15 days on submission of bill.

Submission of bills/invoices:

Bills addressed to Managing Director, Kerala Agro Industries Corporation, Thiruvananthapuram- 23, are to be submitted in triplicate to the Consignee along with all documents, advance stamped receipt etc.

Refusal to accept the items supplied:

In case the materials supplied are of lower quality than the specified, the Corporation shall have the right to reject such materials. In such cases, the successful tenderer will have to remove the items immediately at their own expenses and materials conforming to the specification should be supplied afresh. Supply of lower quality items will also be entailed as sufficient reason to terminate the contract and blacklist the firm.

Right to Accept Or Reject The Tender:

The right to accept the tender in full or in part/parts will rest with Corporation. Tenders not accompanied with prescribed information or are incomplete in any respect, and/or not meeting prescribed conditions, shall be considered as nonresponsive and are liable to be rejected. Corporation reserves the right to accept or reject any bid or a part of the bid or to annul the bidding process and reject all bids, at any time prior to award of contract without assigning any reason whatsoever. If the bidder gives wrong information in his tender, the Corporation reserves the right to reject such tender at any stage or to cancel the contract.

General Conditions:

- The successful tenderer is ready to execute the work within 15 days on receipt of work order.
- The quantity tendered is as per estimate. However, the Corporation reserves the right to alter the quantity at the time of execution.
- The tenderer should sign the tender form each page at the end in token of the acceptance of all the terms & conditions of the tender.
- The tenderer shall furnish free of charge all labour, tools and materials required for inspection and measurement of the materials supplied from time to time by the Corporation in default whereof the costs and expenses in such inspection or measurement shall be to the account of the tenderer.
- The Corporation will have the full right to reject any or all the tenders without assigning any reason whatsoever and is not bound to accept the lowest tender. The Corporation also reserves the right to award the contract to more than one contractor.
- Any disputes arising out of or in any way connected with this Tender shall be deemed to have arisen in Kerala and only Courts in Thiruvananthapuram shall have jurisdiction to determine the same.

Special Conditions

1. **Payment conditions:** 80% payment will be released against the supply of computer balance 20% will be paid at the successful installation and submission of performance guarantees.
2. **Price:** Price inclusive of all charges towards taxes, duty, freight, transportation, handling charges etc applicable at the time of delivery at Kerala Agro Super Bazaar at Thrissur.

For THE KERALA AGRO INDUSTRIES CORPORATION LTD.

MANAGING DIRECTOR

Signature of the Tenderer

THE KERALA AGRO INDUSTRIES CORPORATION LIMITED

(A Government Undertaking)

REGISTERED OFFICE; „KISSAN JYOTHI“, FORT,

THIRUVANANTHAPURAM-695 023

TENDER NO. KAIC/HO/TECH/TCR/2/2016-17 DATED: 15.02.2017
SUPPLY AND INSTALLATION OF COMPUTER AND ACCESSORIES AT AGRO SUPER
BAZAAR, THRISSUR -.

PRELIMINARY AGREEMENT FORMAT

Articles of agreement executed on this theday oftwo thousand BETWEEN the Kerala Agro Industries Corporation Ltd. (hereinafter referred to as “the Corporation”) of the one part and(T.H.E. name and address of the tenderer) (hereinafter referred to as “the bounden”) of the other part.

WHEREAS in response to the Notification No.....dated.....the bounden has submitted to the Corporation a tender for the specified therein subject to the terms and conditions contained in the said tender.

WHEREAS the bounden has also deposited with the Corporation a sum of Rs.....as earnest money for execution of an agreement undertaking the due fulfillment of the contract in case his tender is accepted by the Corporation.

Now THESE PRESENTS WITNESS and is hereby mutually agreed as follows:

1. In case the tender submitted by the bounden is accepted by the Corporation and the contract foris awarded to the bounden, the bounden shall within.....days of acceptance of his tender execute an agreement with the Corporation incorporating all the terms and conditions under which the Corporation accepts his tender.
2. In case the bounden fails to execute the agreement as aforesaid incorporating the terms and conditions governing the contract, the Corporation shall have power and authority to recover from the bounden any loss or damage caused to the Corporation by such breach as may be determined by the Corporation 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.

Signature of the Tenderer

3. All sums found to the Corporation under or by virtue of this agreement shall be recoverable from the bounden and his properties movable and immovable under time 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 Corporation may deem fit.

In witness whereof Shri.....(T.H.E. name and designation) for and on behalf of the Corporation and Shri.....the bounden have hereunto set their hands the day and year shown against their respective signatures.

Signed by Shri.....(date).....

In the presence of witnesses:

1.

2.

Signed by Shri.....(date).....

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BAZAAR, THRISSUR -.

DECLARATION

1. I/We hereby tender to supply for the Kerala Agro Industries Corporation Ltd. the above mentioned description of item in accordance with the specifications and instructions contained in tender notification No..... as or as may be given by the Managing Director of the Kerala Agro Industries Corporation or his representatives in consideration of payment being made the quantity of the items supplied at the rate specified in the schedule enclosed therewith.
2. Should this tender be accepted, I/We agree to abide by and fulfill all the terms and conditions as outlined in the tender notice and to enter in formal agreement with the company in due course. Till such time, acceptance of this shall be deemed to be the contract.
3. The earnest money deposit given in the Notice Inviting Tender remitted by me, as the full value of which will be absolutely forfeited to the said Kerala Agro Industries Corporation Ltd or his successors in office without prejudice to any other rights or remedies of the said Kerala Agro Industries Corporation Ltd. or his successors in office should I/We withdraw this tender before final acceptance of successful tenders or in the event of its acceptance fails to pay the security deposit and to execute the agreement within the due date. I/We will not claim interests on this sum while it is in the custody of the Managing Director, The Kerala Agro Industries Corporation Ltd., “Kissan Jyothi”, Fort, Thiruvananthapuram-695 023.

Signature of the Tenderer

4. I/We also agree that the decision of the Managing Director, The Kerala Agro Industries Corporation Ltd., "Kissan Jyothi", Fort, Thiruvananthapuram-695 023 regarding meanings and effects of this tender shall be final and legally binding.

5. I/We also certify that I/We have read and understood all the terms and conditions set in the Tender No.and I/We will be abide by all the terms and conditions set therein.

(Seal)

Signature of Tenderer with date

Name & Address

Signature of witness:

Name & Address :

Schedule for Supply and Installation of Computer System and Accessories

Supply and Installation of Computer system and accessories at Agro Super bazaar, Thrissur						
Item no	Particulars	Quantities	Total Quantities	Unit	Rate	Amount
1	Supplying and fixing of branded desktop computers with Corei3 6th generation processor, Intel Chipset Mother Board, 4 GB Ram, 1TB Hard Disk, DVD writer, 18.5 " LED Monitor,3 year warranty.	6 Nos	6	No	30030	180180
2	Supplying and fixing UPS of 600 VA.	6 Nos	6	No	2450	14700
3	Supplying and fixing of A4 LaserJet 3 in 1 printer (Print, Scan, Copy)	6 Nos	6	No	11690	70140
4	Installing of windows 10 single language in to the computers	6 Nos	6	No	8400	50400
	Grand Total					315420

The rate may be quoted in the tender as follows for ascertaining the contract amount.

- a. (-) % below estimate rate
- b. (+) % above estimate rate
- c. Estimate rate

The rate may be the quoted in words and figures

MANAGING DIRECTOR