E-TENDER FOR RATE CONTRACT TO SUPPLY BLANK COMPUTER PAPERS

TENDER NO: KSFE/2441/COMP STN/2017/02
DATED: 20th JAN 2017

The Kerala State Financial Enterprises Ltd.

(A Government of Kerala undertaking)

Regd. Office: "Bhadratha", Museum Road,

P.B.No: 510, Thrissur – 680 020, Ph: 0487-2332255,

CIN: U65923KL1969SGC002249

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TENDER NOTICE No: KSFE/2441/COMP STN/2017/02 DATED 20th JANUARY 2017 FOR RATE CONTRACT TO SUPPLY BLANK COMPUTER PAPERS.

e-Tenders are invited from reputed Computer Form Manufacturing Units having own units at Kerala for supply of single sheet blank computer papers with embossed KSFE Logo on rate contract basis for one year to KSFE Ltd. The bidder should have a minimum experience of 3 years in the computer form manufacturing field and should have supplied computer forms to large firms like Banks PSUs etc. The successful bidder shall supply the items within 30 days of each confirmed order at the Company's head office at Thrissur on their own expense and responsibility. **Prices quoted should be inclusive of all taxes, transportation, loading, unloading and delivery at Thrissur and should be valid for one year** from the date of agreement to be signed by the successful bidder on award of contract. The company has the liberty to cancel the entire order without any prejudice if any deviation is seen in the quality of paper, design, size, font etc. The company has also the right to reject the item or to impose FINE to the satisfaction of the company as the case may be. The computer forms should be supplied in good quality paper cartons in bundles of 1000 sheets. A penalty of **1%** shall be imposed for each week of delay for delayed supply of the item.

Tender forms can be down loaded from website **www.etenders.kerala.gov.in.** Cost of tender form **Rs.8,400/-** (Rupees Eight Thousand Four Hundred only) and an EMD of **Rs.52,875/-** (Rupees Fifty Two Thousand Eight Hundred Seventy Five Only) being 1% of the total PAC may be remitted online through e-tender web site. The successful bidder should deposit a sum equivalent to **5%** of the value of the contract as security for the satisfactory fulfilment of the contract .

Bid publishing date	:	15.00 hours on 20.01.2017
Bid download & Bid submission start date	:	16.00 hours on 20.01.2017
Bid submission end date	:	14.00 hours on 06.02.2017
Date & time of opening of E- tender	:	11.00 hours on 10.02.2017

The Company reserves the right to accept /reject any tender without assigning any reason whatsoever.

Seal and signature of the bidder

Tender for rate contract for supply of blank computer papers.

To

THE SENIOR MANAGER
GENERAL ADMINISTRATION
THE KERALA STATE FINANCIAL ENTERPRISES LTD
CORPORATE OFFICE "BHADRATHA", P.B. NO.510, MUSEUM ROAD,
THRISSUR – 680 020, KERALA.

Sir,

I/We hereby tender to supply, under the annexed general conditions of contract; the whole of the items referred to and described in the attached specification and schedule, or any portion thereof, as may be decided by Company, at the rates quoted against each item. The items will be delivered within the time and at the places specified in the schedule.

- I/We am/are remitting/have separately remitted the required amount of Rs. .... as earnest money.

Yours faithfully,

Signature…….....……

Name.....…….....……...

Address.....……....……..

.....…….

.....……

Phone No……..…

Fax No…….…….

Email ……..

Date.....

- To be scored in cases where no earnest money deposits is furnished.

GENERAL CONDITIONS

E- Tenders are invited for one year rate contract for the supply of the items as specified in the schedule given below.

1. Tender forms can be obtained from web site www.etenders.kerala.gov.in. The cost of tender forms once paid will not be refunded. Further clarification/corrigendum in this regard, if any, will be put up only on the above site. Bidders should regularly visit the above web site to keep themselves updated.
2. The eligible tenders must have VAT registration and the rates quoted must be inclusive of all taxes, duties and cesses prevailing and likely to be levied in future by the State Govt. / Central Govt.
3. Cost of tender form **Rs.8,400/-** (Rupees Eight Thousand Four hundred only) and an EMD of **Rs.52,875/-** (Rupees Fifty Two Thousand eight hundred Seventy Five Only) being 1% of the total PAC may be remitted online through e-tender web site.
4. If any bidder withdraws from his tender before the expiry of the period fixed for keeping the rates firm for acceptance, the earnest money if any, deposited by him will be forfeited to Company or such action taken against him as Company think fit.
5. The final acceptance of the tenders rests entirely with the Company who do not bind themselves to accept the lowest or any tender. But the bidders on their part should be prepared to carry out such portion of the supplies included in their tenders as may be allotted to them.
6. Communication of acceptance of the tender normally constitutes a concluded contract. Nevertheless, the successful bidder shall also execute an agreement, for the due fulfilment of the contract within the period to be specified in the letter of acceptance. The contractor shall have to pay all stamp duty, lawyer's charges and other expenses incidental to the execution of the agreement. Failure to execute the agreement within the period specified would entail the penalties set out in Para: 7 below.

7.(a) The successful bidder shall, before signing the agreement and within the period specified in the letter of acceptance of his tender, deposit a sum equivalent to **5 % of the value of the contract as security** for the satisfactory fulfilment of the contract which will be refunded after three months of completion of the contract.

(b) In cases where a successful bidder, after having made partial supplies fails to fulfill the contracts in full, all or any of the materials not supplied may at the discretion of the Purchasing Officer, be purchased by means of another tender/quotation or by negotiation or from the next higher bidder who had offered to supply already and the loss, if any, caused to the Company shall thereby together with such sums as may be fixed by the Company towards damages, be recovered from the defaulting bidder.

(c) Even in cases where no alternate purchases are arranged for the materials not supplied, the proportionate portion of the security deposit based on the cost of the materials not supplied at the rate shown in the tender of the defaulter shall be forfeited and balance alone shall be refunded.

(d) If the contractor fails to deliver all or any of the stores or perform the service within the time/period (s) specified in the contract, the company shall without prejudice to its other remedies under the contract, deduct from the contract price as liquidated damages , a sum equivalent to **1%** of the delivered price of the delayed stores or unperformed services for each week of delay until actual delivery or performance , up to a maximum deduction of **10%** of the contract price of the delayed stores or services. Once the maximum is reached, the company may consider termination of the contract at the risk and cost of the contractor.

8. (a) In case the contractor fails to supply and deliver any of the said articles and things within the time provided for delivery of the same, or in case the contractor commits any breach of any of the covenants, stipulations and agreements herein contained, and on his part to be observed and, performed, then and in any such case, it shall be lawful for Company (if

they shall think fit to do so) to arrange for the purchase of the said articles and things from elsewhere or on behalf of the Company by an order in writing under the hand of the Purchasing Officer put an end to this contract and in case the Company shall have incurred, sustained or been put to any costs, damages or expenses by reason of such purchase or by reason of this contract having been so put an end to or in case any difference in price, compensation, loss, costs, damages, expenses or other moneys shall then or any time during the continuance of this contract be payable by the contractor to the Company from and out of any moneys for the time being payable or owing to the contractor from the Company under or by virtue of this contract or other wise to pay and reimburse to the Company all such costs, damages and expenses they may have sustained, incurred or been put to by reason or the purchase made elsewhere or by reason of this contract having been so put an end to as aforesaid and also all such difference in price, compensation, loss costs, damages, expenses, and other moneys as shall for the time being be payable the contractor aforesaid.

(b) In case any difference or dispute arises in connection with the contract, all legal proceedings relating to the matter shall be instituted in the Court within whose jurisdiction the Purchasing Officer voluntarily resides.

9. The bidders will be informed by mail/sms about award of the contract. In addition, the bidders can see the award of the contract under "Tender Status" and also against results of the tender option in the web site www.etenders.kerala.gov.in
10. The bidder shall undertake to supply materials according to the standard sample and/or/specifications and should complete the supply within **30** days (**Thirty days on**ly) from the date of receipt of final proof approved by the company.
11. No representation for enhancement of rates once accepted will be considered.
12. Any attempt on the part of the bidders or their agents to influence the Company/Stores Purchase Department in their favour by personal canvassing with the Officers concerned will disqualify the ternderers.
13. The succesful bidder should also be prepared to supply additional computer forms at the same rate , if company requires.
14. Bidders should be prepared to accept orders subject to the penalty clause for forfeiture of security in the event of default in supplies or failure to supply within the stipulated period.
15. The prices quoted should be inclusive of all taxes, duties, cesses, etc., which are or may become payable by the contractor under existing or future laws or rules of the country of origin/supply or delivery during the course of execution of the contract.
16. Special conditions, if any, of the bidders attached with the tenders will not be applicable to the contract unless they are expressly accepted in writing by the purchaser.

Seal and signature of the bidder

Specification of Items

Sl. No	Item Description	QTY-in sheets
1	9”x12”x1 Blank with logo sheets in 60 GSM ‘A’ Grade Paper (TNPL/West Coast/SPB)single colour single side printing.	75,00,000
2	10”x12”x1 Blank with logo Sheets in 60 GSM ‘A’ Grade Paper (TNPL/West Coast/SPB) one side printing single colour.	50,00,000
3	10”x12”x1 (at 6" perforation) Blank with logo Sheets in 60 GSM ‘A’ Grade Paper (TNPL/West Coast/SPB) single colour one side printing and with perforation at the middle. Logo should be printed in each half.	20,00,000
4	15”x12”x1 Blank with Logo sheets in 60 GSM ‘A’ Grade Paper (TNPL/West Coast/SPB) single colour one side printing.	10,00,000

Specific conditions:-

1. Bidders should quote for all the items .
2. Full EMD as specified should be remitted.
3. Contract would be awarded to qualified L1 in grand total quoted.
4. Amount should be quoted only in the prescribed “BOQ”file in the website and not to be mentioned in this sheet.
5. For items at Serial 1,2,3 & 4 contract shall be shared with one or two more qualified bidders who are ready to accept the contract rate of the qualified L1 bidder.

Thrissur
20.01.2017

MANAGING DIRECTOR

Seal and signature of the bidder