



THE KERALA STATE FINANCIAL ENTERPRISES LTD.

(A Government of Kerala undertaking)

Regd.Office: 'Bhadra' , Museum Road, P.B.No: 510

Corporate IDNo: U65923KL1969SGCOO2249,

Thrissur – 680 020, Ph: 0487-332255.

TENDER NOTICE NO.KSFE/8224/PKT.DIARY/2015 DATED 14.09.2015 FOR POCKET DIARY WITH WALLET FOR THE YEAR 2016.

Competitive sealed tenders are invited from reputed firms having own press at Kerala or Tamil Nadu for supply of Pocket Diary with Wallet 10,000 Nos (Ten thousand only) for the year 2016. The pocket diary with wallet should be printed and manufactured as per the specification given in the schedule A, B and the specimen kept in our office at Thrissur. The item should be supplied at The Kerala State Financial Enterprises Ltd, Head Office at Thrissur. The company has the liberty either to cancel the entire order without any prejudice . If any deviation is seen in the quality of paper, colour, design, size, font , pvc plastic, foam rexin, moroco etc, the company has the right to cancel the item or to impose FINE to the satisfaction of the company. The company shall not supply the paper and material required for the item . The total supply should also be completed within the stipulated period of time as noted below (i.e. 30 days from the date of receipt of final proof approved by the company). Prices should be inclusive of all taxes, transportation, loading, unloading and delivery at The Kerala State Financial Enterprises Ltd, Head Office at Thrissur. The item should be supplied in the bundles of 25 numbers only.

Tender forms can be obtained from our Head Office on remittance of Rs. 630/- or may be down loaded from our website. If the application is down loaded, a separate DD for Rs. 630/- drawn in favour of KSFE Ltd. payable at Thrissur should be submitted together with the tender. An amount equivalent to **1%** of the total amount quoted should also be submitted as separate DD towards EMD. A preliminary agreement , a copy of which is enclosed herewith, also be executed in Kerala stamp paper worth of 200/- and submitted along with the tender form. 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 . A penalty of **1%** shall be imposed for each week of delay for delayed supply of the item.

Last date & time for receipt of tender - 12.10.2015- 3.00 pm

Date & time of opening of tender - 12.10.2015 -3.15 pm

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

Schedule – A – Specification of Pocket Diary

1. Item : Pocket Diary
2. Quantity : 10,000 Nos
3. Size : 9 ¾ cm X 6½ cm (in centimetres)
4. No of Pages : 80 sheets with single colour printing including end pages and for the general information.
5. Paper : 70 GSM Maplitho – WC / JK /I.T.C
6. Printing
i) Inside pages : Single colour.
7. Cover page : Cover pages 10.5 kg SPB white card .
8. Diary Binding : Stitch binding.
8. Artwork : Artwork should be done at suppliers cost.

Schedule- B- Specification of wallet

1. Item : Wallet (As per specimen kept in the company at Thrissur)
2. Quantity : 10,000 Nos
3. Size : 8 ¾ ” X 3 ½ ” (in inches)
4. Outer cover : PVC plastic welding wallet - Good quality foam rexin (Unsupported) with screen printing as per specimen kept in the company .
PVC plastic (15 mm),inner transparent pouch 2 numbers with
5. Inner part : morocco (15 mm) as per the specimen kept in the company and cover for inserting the diary with screen printing .

Each wallet should be affixed with pocket diary as per specification stated above .

1. Packing : Inserted in Seal king cover and supplied bundles of 25 each. .
2. Place of delivery. : The Kerala State Financial Enterprises Ltd, Head Office at Thrissur.
3. Delivery period : **30 days** from the date of receipt of final proof approved by the company.

Sd /-

Thrissur
14.09.2015.

**SENIOR MANAGER,
GENERAL ADMINISTRATION.**