



KERALA AGRICULTURAL UNIVERSITY

KAU PRESS, MANNUTHY, THRISSUR-680651

PH. No: 0487-2370405 e-mail: unipress@kau.in

No.P2/438/2017

Date: 11.09.2017

TENDER NOTICE

Sealed and competitive tenders are invited from competent firms for the supply of the following printing machineries at KAU Press, Mannuthy, Thrissur in the following schedules with specifications as given below. The tenders/quotations will be accepted up to **2:30 p.m. on 26.09.2017**. The tenders/quotations received after the stipulated time will not be considered under any circumstances. The tenders/quotations will be opened on **26.09.2017 at 3:00 p.m.** in the presence of tenderers / quotationers or their authorized representatives. All the rules / regulations applicable to Government tenders/quotations will be applicable here also. More information regarding the tender/quotation can be obtained from the Press Manager, Kerala Agricultural University Press, Mannuthy during office hours. The details, tender form, format of agreements etc. can be downloaded from the KAU Website www.kau.edu/tenders.

TENDER

Sl. No.	Name of Equipment/Machinery	Quantity (No.)
1	Digital Photo Copier Konica Minolta Bizhub C368 Full Color MFP; 35 PPM Color / mono; Auto Duplex and Auto feeder <ul style="list-style-type: none">• Technology- With Separate Drum and Toner• Paper Size- A 3• Minimum Speed per Minute in A4 size – 36 CPM• Hard Disk- 250 GB• Faxing Feature Availability – No• Memory (RAM) – 1024 MB• Availability : Yes• Network Feature Availability : Yes• Document Feeder DADF• Tray Capacity 500 Number• Yield (No. Of Copies)-M/c 800000 Number) Cost of Tender Form: Rs.1,000/- + GST	1

Last date of receipt of Tender/Quotation : 26.09.2017 2:30 p.m.

Date & Time of opening of Tender/Quotation : 26.09.2017 3:00 p.m.

Terms and conditions:

1. Tender should be submitted in the prescribed forms which can be downloaded from the website www.kau.edu/tenders. The cost of the tender forms will not be refunded under any circumstances.
2. The sealed cover containing the tender/quotation should be superscribed **“Tender/Quotation for the supply of Machinery / Equipments” (along with the Notification No. and Name of equipment)** should be addressed to the **Press Manager, Kerala Agricultural University Press, Mannuthy-680 651, Thrissur Dist.**
3. Each tender should be accompanied by cost of tender form and an Earnest Money Deposit (EMD) (EMD at 1% of the total rupee equivalent cost of the quoted items subject to a minimum of Rs.1,500/-) by way of **two crossed Demand Drafts separately** for tender fee and EMD drawn in favour of the **Press Manager, Kerala Agricultural University Press, Mannuthy-680 651, Thrissur Dist.** payable at State Bank of India, Ollukkara (Branch Code 70210). Late and incomplete tenders and tenders without EMD, tender fee and agreement will not be accepted. Firms who are exempted from payment of EMD should furnish copy of the currently valid certificate from the Store Purchase Department, Government of Kerala.
4. The tender should be accompanied by an agreement in Kerala Stamp Paper worth Rs.100/- (Rupees One hundred only) and format can be downloaded from the above website. Withdrawal of tenders after its acceptance or failure to supply the equipment or not according to the specification will entail cancellation of the tender.
5. The successful tenderer should execute an agreement in Kerala Stamp Paper worth Rs.100/- (Rupees One hundred only) and furnish a security deposit of 5% of the cost of the equipment quoted in the form of term deposit/bank guarantee/demand draft drawn in favour of **Press Manager, Kerala Agricultural University Press, Mannuthy-680 651, Thrissur Dist.** payable at State Bank of India, Ollukkara (Branch Code 70210), when directed from this office. The format for the agreement can be downloaded from the above website.
6. The cost of the item, tax and other charges should be separately stated. We are exempted (regd. with DSIR) from payment of customs and excise duty for procurements and hence prices quoted should be exclusive of these.
7. The exact specifications, details of make, model, name of manufacturer, warranty details etc. of the item must be clearly specified. Copies of detailed technical literature and illustrated brochures of the units quoted are to be included along with the offer. Details of maintenance service contract offered after expiry of normal warranty, spare parts availability and after-sales-service facilities available should be indicated. Offers without these are liable to be rejected.

8. List of users giving the exact address of the contact persons and the model number of the units available at these locations, have to be provided. Evidence or exclusive/authorized distributorship from foreign principals should be provided along with the offers for overseas products. Offers without these are liable to be rejected.
9. In the case of electrically operated equipment, the circuit diagram will have to be supplied.
10. Prices inclusive of GST and other taxes and installation charges may be indicated separately wherever applicable. Offers shall be made on the condition that the delivery and installation shall be made at the cost of the bidder.
11. Prices quoted should be valid for three months.
12. The decision of the undersigned in finalizing the tenders shall be final and binding.
13. If any Bandh/Strike/any unexpected holidays occurs on the date of opening of tender/quotation, the tender/quotation will be opened at the same time on the next working day.
14. On acceptance the supply order will be placed and the invoice should be addressed **to Press Manager, Kerala Agricultural University Press, Mannuthy-680 651, Thrissur Dist.** The payment will be effected only after satisfactory supply, installation of the item at KAU Press in working condition and necessary demonstration/training by authorized service personnel.
15. Operation manual and guarantee cards of the equipments wherever required should be supplied along with the equipment.
16. The successful tenderer/quotationer should supply the items of KAU Press, Mannuthy within one month from the date of the receipt of the supply order. The Press Manager, Kerala Agricultural University Press, Mannuthy-680 651, Thrissur Dist. reserves the right to remove the defaulted name from the list of suppliers permanently or for a specific period.
17. Tenders / Quotations insisting payment in advance either full or part for releasing the documents through Bank are liable for rejection.
18. Press Manager, Kerala Agricultural University Press, Mannuthy-680 651, Thrissur Dist. has the right to accept or reject any or all of the offers without assigning any reason.
19. Complete deduction or reduction in number of any equipment listed, if necessary, at the time of purchase order without assigning any reason will be at the discretion of the Press Manager.
20. All the rules and regulations applicable to Government Tenders/Quotations will be applicable to this Tender / Quotation also.
21. All amendments, time extension/clarification will be uploaded in our website only and will not be published in newspapers. Bidders should regularly visit our website to keep themselves updated.

Sd/-
Press Manager,
KAU Press,
Mannuthy-680 651,
Thrissur Dist.

To

Notice Board/KAU Web/Director of Extension, Mannuthy