



KERALA AGRICULTURAL UNIVERSITY

KAU PRESS, MANNUTHY-680 651

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No.P2/1066/2017

Dated: 11.12.2017

## TENDER NOTICE

Sealed and competitive tenders are invited for the supply of the following consumables required for the Risograph Machine (EZ 5700 AG) attached to KAU Press, Mannuthy.

Sl. No.	Items	Approximate Quantity required (for one year)
1	Riso Ink (Black)	36 Nos.
2	Riso Ink (Blue)	1 Nos.
3	Riso Ink (Red)	1 No.
4	Riso Master	18 Nos.

### Terms and conditions:

1. The Tenders superscribed “**P2/1066/17 Tender for supply of consumables required for the Risograph Machine (EZ 5700 AG) attached to KAU Press, Mannuthy**” should be **addressed to the Press Manager, KAU Press, Mannuthy**. The last date for the receipt of filled in Tenders is **3.00 p.m on 22.12.2017** and the same will be opened at 3.30 p.m on the same date in the presence of tenderers or their authorized representatives who may be present at that time. The cost of tenders has to be remitted in the KAU Press Office by cash at the time of submitting tenders. The particulars of the cost of tender forms are detailed below.
2. Cost of Tender Forms Rs.400/- + 12% GST
3. Tender should be submitted in the prescribed forms which can be downloaded from the website [www.kau.edu/tenders](http://www.kau.edu/tenders). The cost of the tender forms will not be refunded under any circumstances.
4. Each tender should be accompanied by an Earnest Money Deposit of 1% of the total quoted amount in the form of demand draft drawn in favour of the Press Manager, KAU Press, Mannuthy payable at SBI, Ollukkara branch. 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 items or supplies not in accordance with the specification will entail cancellation of the tender.
5. Tenderer should supply the items to KAU Press Mannuthy within three days from the date of the receipt of the supply order. The Press Manager, KAU Press, Mannuthy reserves the right to remove the defaulted name from the list of suppliers permanently or for a specific period.
6. 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 entire quantity of items quoted in the form of term deposit/bank guarantee/demand draft drawn in favour of Press Manager, KAU Press, Mannuthy. The format for the agreement can be downloaded from the above website.
7. The cost of the items, tax and other charges, if any should be separately stated.
8. The rate shall be valid for a period of one year from the date of acceptance of tender.
9. The Press Manager, KAU Press, Mannuthy reserves the right to accept or reject any or all of the offers without assigning any reason.
10. If any Hartal / Strike / any unexpected holidays occur on the date of opening of tender, the tender will be opened at the same time on the next working day.
11. All the rules and regulations applicable to Government Tenders will be applicable to this tender also.

Sd/-

**PRESS MANAGER**

To

Notice Board / Director of Extension