

**KANNUR UNIVERSITY**  
THAVAKKARA, CIVIL STATION P.O.,  
KANNUR, KERALA - 670002

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**NOTICE INVITING RE-TENDER (E-TENDER)**

The Registrar, Kannur University invites **Re-tender (e-tender)** in **Two Bid System (Two cover)** for the Supply, Installation, Testing and Commissioning of **Motorized Theta-2-Theta Rotation stage with dual axis controller** at the Department of Physics, Swami Ananda Theertha Campus, Payyannur (under PM USHA scheme), from **original equipment manufacturers (OEMs) or authorized distributors/dealers** as per the technical specifications and schedule given below. The rate quoted should be inclusive of all taxes, installation charges and other charges. The Registrar, Kannur University reserves the right to accept or reject the tenders without assigning any reason thereof. The list of equipment/accessories proposed to be purchased, including its quantity and specifications are furnished in the schedule of items given below. Since this is an e-tender, only those bidders who have enrolled in the **<http://etenders.kerala.gov.in>** portal with their own Digital Signature Certificate (DSC) can participate in the tender. **Tender document and other details can be obtained from the above e-portal.**

**TENDER SCHEDULE**

|                                                                                                                                                                                                                                           |                                                                                                                            |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------|
| <b>Re-tender I D (e-tender)</b>                                                                                                                                                                                                           | <b>2025_KnrU_802019</b>                                                                                                    |
| <b>Description of Work</b>                                                                                                                                                                                                                | <b>Supply, Installation, Testing and Commissioning of Motorized Theta-2-Theta Rotation stage with dual axis controller</b> |
| Last date and time for online submission of bids                                                                                                                                                                                          | <b>15.10.2025, 11:00 AM</b>                                                                                                |
| Date and time of bid opening                                                                                                                                                                                                              | <b>16.10.2025, 3:00 PM</b>                                                                                                 |
| Tender fee ( <b>Excluding GST</b> )                                                                                                                                                                                                       | <b>₹ 900</b>                                                                                                               |
| Earnest Money Deposit (EMD)                                                                                                                                                                                                               | <b>₹ 4500</b>                                                                                                              |
| All the <b>MSMEs</b> with Udyog Aadhar Registration or any other body specified by the Ministry of Micro, Small and Medium <b>Enterprises working within the state of Kerala</b> will be exempted from the payment of Tender Fee and EMD. |                                                                                                                            |
| Place of supply and installation                                                                                                                                                                                                          | Department of Physics, Swami Ananda theertha Campus, Payyannur,<br>Kannur, Kerala - 670327                                 |

For further details, logon to <http://etenders.kerala.gov.in>



### SPECIFICATION OF THE EQUIPMENT

| Sl No. | Name of the equipment                                                   | Required quantity |
|--------|-------------------------------------------------------------------------|-------------------|
| 1      | <b>Motorized Theta-2-Theta Rotation stage with dual axis controller</b> | 1                 |

|                                |                                                                                                                                                      |
|--------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------|
| Description                    | Motorized Theta-2 Theta stage with Dual axis controller and software for stage control.                                                              |
| Absolute positioning accuracy: | Theta-1 : 0.1 degree<br>Theta-2 : 0.1 degree                                                                                                         |
| Repeatability                  | Theta-1 : 0.1 degree<br>Theta-2 : 0.1 degree                                                                                                         |
| Resolution                     | Theta-1 : 0.000625 degree<br>Theta-2 : 0.000625 degree                                                                                               |
| Construction                   | Aluminium alloy                                                                                                                                      |
| Finish                         | Black anodized                                                                                                                                       |
| Travel                         | Theta-1 : 360 degree continues<br>Theta-2 : 300 degree                                                                                               |
| Drive                          | Theta-1 : Stepper Motor<br>Theta-2 : Stepper Motor                                                                                                   |
| Mounting holes :               | M6 tapped holes                                                                                                                                      |
| Pay-Load                       | Theta-1 : 5 Kg<br>Theta-2 Arm : 8 kg<br>Fixed Arm : 5kg                                                                                              |
| Controller                     | Dual axis stepper motor controller with software for the above stage                                                                                 |
| Warranty                       | <b>Minimum 12 months</b> and the supplier should take the responsibility of the replacement of any defective parts/items during the warranty period. |
| Installation                   | The unit should be installed and demonstrated at the Department of Physics, Payyanur campus, Kannur University, free of charge.                      |

### Terms and Conditions

1. The tender fee and EMD should be remitted online (SBI MOPS), as indicated on the e-tender website. **The 18% GST on the tender fee must be remitted directly to the GST department by the bidder.**

| Sl. No | Equipment                                                               | Tender Fee in Rupees (₹) |            |           | EMD (₹) |
|--------|-------------------------------------------------------------------------|--------------------------|------------|-----------|---------|
|        |                                                                         | Excluding GST            | GST (18 %) | Total (₹) |         |
| 1      | <b>Motorized Theta-2-Theta Rotation stage with dual axis controller</b> | ₹ 900                    | ₹ 162      | ₹ 1062    | ₹ 4500  |



- 2. All the MSMEs with Udyog Aadhar Registration or any other body specified by the Ministry of Micro, Small and Medium Enterprises working within the state of Kerala will be exempted from the payment of Tender Fee and EMD.**
3. Custom Clearance of the consignment including all the stages of custom clearance will be under the purview of supplier.
4. The bidders shall keep their rate firm for a period of **90 days**.
5. 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** by way of Demand Draft drawn in favour of the Finance Officer, Kannur University payable at SBI Kannur Branch or Kannur Branch of other Nationalized or Scheduled bank, **as performance security** for the satisfactory fulfilment of the contract.
6. The bidder should be registered company/firm. Certificate of incorporation/Company registration certificate/Memorandum and Articles of Associations/Valid GST registration certificate/Valid Income tax registration certificate/Valid Service tax registration certificate should be uploaded / submitted along with the tender.
- 7. The tender should be submitted in two cover system (Technical bid & Financial bid). All bid/tender documents are to be submitted online only** and in the designated cover(s)/envelope(s) on the website.
8. Profile of Bidder as per Annexure 1 shall be provided.
9. The bidder should have the responsibility to attend the first level service if any complaint report.
10. The earnest money deposit (EMD) of the unsuccessful bidders will be returned through ONLINE Transaction and the EMD of successful bidders will be discharged upon the bidder executing the contract and furnishing the security deposit that will have to be deposited for the satisfactory fulfilment of the contract.
11. Forfeiture of EMD:
  - (i) If any bidder withdraws from his tender before the expiry of the bid validity period specified **or**
  - (ii) in case after being successful bidder, he/firm fails to sign the contract, and to furnish the performance security.
12. The bid shall contain detailed technical specifications, Brochures and pamphlets of the item/items quoted.
13. All the claimed specifications (make, model, year of manufacture, warranty etc.) should be mentioned in the Brochure or Catalogue of the equipment.
14. All charges, taxes, duties and levies should be clearly indicated and the rate tendered should be inclusive of all taxes and other charges.
15. The installation, commissioning and the initial operation will be the responsibility of the supplier.
16. In case of under performance during the warranty period, the item should be replaced and the period of warranty will recommence from the date of replacement.
- 17. The payment will be made after completion of supply, installation and commissioning.**
18. The final acceptance of the tenders rests entirely with the Kannur University who do not bind themselves to accept the lowest or any tender.
19. 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. In cases where a successful bidder, after having made partial supplies fails to fulfil the contracts in full, all or any of the materials not supplied may at the discretion of the Registrar, 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 University shall thereby together with such sums as may be fixed by the University towards damages be recovered from the defaulting bidder.
20. The bidder shall undertake to supply materials according to the standard sample and /or specifications.
- !1. No representation for enhancement of rates once accepted will be considered.**



22. The prices quoted should be inclusive of all taxes, duties, cess 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.
23. 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.
24. The bidder shall quote their rate in the standard BOQ provided, indicating the break up details.
25. The provisions of Kerala Stores Purchase Manual are applicable to this Tender and further proceedings.
26. The University reserves all rights to accept or reject any or all the tenders without assigning any reason whatsoever at its discretion.
27. The bids shall be opened online at Kannur University on the date mentioned in Invitation Bid. If the date fixed for opening happens to be a holiday/due to net failure/ due to technical issue, the tenders will be opened on the next working day, at the same time.
28. Prices shall be quoted in Indian currency only.
29. Bidders must not be blacklisted by any Government or Public Sector Undertaking.
30. The bidder shall complete the Supply and Installation of the equipment within **2-3 months** from the date of issue of purchase/supply order.
31. Spare/accessory support for a minimum period of 5 years should be provided by the supplier.

**GST No. of Kannur university : 32AAAGK0152J1ZT**

**DOCUMENTS TO BE SCANNED AND UPLOADED**

1. Bidder Profile (as per format mentioned in Annexure 1)
2. Bid Particulars (as per format mentioned in Annexure 2)
3. Scanned copy of valid registration certificate (GST) & PAN Card
4. Scanned copy of relevant Brochure of the equipment including make & model and copy of its certifications like ISO certification.
5. MSME firms - upload MSME certificate/ UDYAM registration certificates (Refer T&C No. 2)
6. OEM Declaration/ Valid authorization certificate from OEM (in case of resellers)
7. Warranty certificate/details
8. Non blacklisting declaration by the bidder.
9. Spare/accessory declaration by the bidder.
10. Address and details of Service Centres in India

Sd /-

Prof. (Dr.) Joby K Jose

Registrar



**ANNEXURE 1****BIDDER PROFILE**

| Sl.No.                                  | Particulars                                           |  |
|-----------------------------------------|-------------------------------------------------------|--|
| <b>Details of bidder (Firm/Company)</b> |                                                       |  |
| 1                                       | Name                                                  |  |
| 2                                       | address                                               |  |
| 3                                       | Telephone & Mobile Number                             |  |
| 4                                       | Email & website                                       |  |
| <b>Details of Authorized Person</b>     |                                                       |  |
| 5                                       | Name                                                  |  |
| 6                                       | Address                                               |  |
| 7                                       | Telephone & Email                                     |  |
| <b>Information about the company</b>    |                                                       |  |
| 8                                       | Status of Company (Public Ltd. / Pvt. Ltd)            |  |
| 9                                       | Details of Registration of Firm (Provide Ref.)        |  |
| 10                                      | Number of Professionals                               |  |
| 11                                      | Location and address of offices (in India & overseas) |  |
| 12                                      | Service Tax Registration Number                       |  |
| 13                                      | Income Tax Registration Number(PAN)                   |  |
| 14                                      | GST Registration Number                               |  |

**Signature of the Bidder**

## ANNEXURE 2

### TECHNICAL BID (BID PARTICULARS)

1. Tender Number :-----
2. Name of the Bidder :-----
3. Full Address of the Bidder :-----
4. Name of the actual signatory of the  
product(s) offered :-----
5. Bidder's proposal number and date :-----
- 6 . Name & Address of the officer to  
whom all references shall be made  
regarding the Tender :-----

Telephone :-----  
Mobile :-----  
E-mail :-----

Bidder Signature Name -----  
Designation -----  
Company -----  
Date -----

