

KANNUR UNIVERSITY
THAVAKKARA,CIVIL STATION P.O
KANNUR,KERALA-670002
(PICO B SECTION)
Tel:04972715246

NOTICE INVITING E-TENDER

email:registrar@kannuruniv.ac.in,sopicob@kannuruniv.ac.in

NOTICE INVITING E-TENDER

The Registrar, Kannur University invites e-tender in Two Bid System (Two cover) for the supply and Installation of double sided library stack at Dr. Herman Gundert Central Library, Thavakkara Campus, Kannur, from 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 items/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. E-Tender document and other details can be obtained from the above e-portal.

TENDER SCHEDULE

E-tender I D	2025_KnrU_800737
Description of work	Supply and installation of Double Sided Library Stack
Tender notice number	PICO/PICO B4/1801/2020
Last date for receipt of Tender	23.10.2025,11.00 AM
Date and time of tender opening	24.10.2025 , 3.00 PM
Earnest Money Deposit(EMD)	₹.14,300/-
Tender fee (Excluding GST)	₹.2,200/-
All the MSMEs with Udyog Aadhar Registration working within the State of Kerala will be exempted from the payment of Tender fee and EMD.	
Place of supply and installation	Dr. Herman Gundert Central Library, Thavakkara Campus, Kannur



SPECIFICATION OF THE ITEMS

SL NO	NAME OF THE ITEM	REQUIRED QUANTITY
1.	DOUBLE SIDED LIBRARY STACK	55 Nos

Sl.No	SPECIFICATIONS
1	<p style="text-align: center;">Library Stack Steel - Double Sided</p> <ul style="list-style-type: none"> • 81 ½ " X 72" X 22" • 18g (1*1) square tube frame • 20 gauge GI sheet used for panel and covers • Rack and Panel Fixed. • Gap between rack 11 ¼ " • Double sided rack with 2 sections on one side. 7 fixed panel on one section. • Partition between two sides. • Book support for each panel. • Epoxy powder coated.

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.

Item	Tender Fee in Rupees			EMD (₹)
	Excluding GST	GST(18%)	Total	
Double Side Library Stack	2,200/-	396	2596	14,300/-

2. All 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 payment of Tender Fee and EMD. Manufacturers who supply their own products/services only are eligible for EMD/Tender fee exemption under MSME category.

3. Custom Clearance of the consignment including all the stages of custom clearance will be under the purview of supplier.

4. The tender should be submitted in two cover system(Technical Bid and Financial Bid).

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 fulfillment 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 bidders shall keep their rate firm for a period of **120 days**.

8. Profile of Bidder as per Annexure1 shall be provided.

9. The bidder should have the responsibility to attend the first level service if any complaint is being reported.

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 all 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 supplier should be ready to supply and complete the installation within 30 days of putting up purchase order.

16. The payment will be made after completion of supply and installation.

17. Bidders shall clearly specify whether the goods are offered from indigenous sources, from imported stocks in India, or from foreign sources to be imported under a license. University reserves the right to reject offers for import of goods if the import Trade Control Policy in force at the time of award of the contract prohibits or restricts such imports.

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 fulfill 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.

21. 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, 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(PSU).

30. The bidder must have completed minimum of two such installations in any Government Organisation/public sector undertakings/Educational Institutions in India within last 5 years.

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. MSME firms - upload MSME certificate/UDYAM registration certificates (Refer T & C No. 1)
5. Valid authorization certificate from OEM (in case of resellers)
6. Warranty certificate/details, if any.
7. Non blacklisting declaration by the bidder.

Sd/-

Prof. (Dr.) Joby K Jose

Registrar



ANNEXURE 1
BIDDER PROFILE

Sl.No.	Particulars	
Details of bidder(Firm/Company)		
1	Name	
2	address	
3	Telephone & Fax	
4	Email & website	
Details of Authorized Person		
5	Name	
6	Address	
7	Telephone & Email	
Information about the company		
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. Product specifications:

- 7 . Name & Address of the officer to
whom all references shall be made
regarding the Tender :-----

Telephone :-----

Fax :-----

E-mail :-----

Bidder Signature Name -----

Designation -----

Company -----

Date -----

