

UNIVERSITY OF KERALA

Thiruvananthapuram, Kerala, India – 695034

(Established as University of Travancore by the Travancore University Act in 1937 and reconstituted as University of Kerala by the Kerala University Act of 1957 and presently governed by the Kerala University Act of 1974 passed by the Kerala State Legislative Assembly)
(Re-accredited by NAAC with 'A++' Grade)

7537/Ad BIV A/2024/UOK

14.04.2025

Tender Document for the Supply of various Electrical Materials for the Electrical Store at the Senate House Campus (Palayam) and Kariavattom Campus in the University of Kerala.

Tenderer Details

| | |
|---|--|
| Registered Name and Address of Tenderer | |
| Address for communication | |
| Other contact information | |
| Telephone Office : | |
| Mobile : | |
| Email : | |
| FAX : | |
| Signature | |



FORM OF TENDER

From

.....
.....

To

.....
.....

Sir,

I/We hereby tender to supply, under the annexed general conditions of contract, the whole of the articles referred to and described in the attached specification and schedule, or any portion thereof, as may be decided by the University of Kerala, Thiruvananthapuram at the rates quoted against each item. The articles will be delivered within the time and at the places specified in the schedule.

*I/We am/are remitting/have separately remitted the required amount of ₹
(Rupees.....only) as earnest money.

Yours faithfully

Signature.....

Address.....

Date :

*(To be scored in cases where no earnest money deposit is furnished)

Important: This tender form may be printed on A4 size paper. Editing of the pre-printed text in the tender form in any way other than as indicated (like ticking, filling in with ink/typing, scoring off inapplicable material etc.) will render the tender form invalid and liable for rejection.



GENERAL CONDITIONS

Sealed tenders are invited for the supply of the materials as specified in schedule attached below.

1. The tenders should be addressed to the Registrar, University of Kerala in a sealed cover with the tender number and name – **“Tenders for the supply of various Electrical Materials for the Electrical Store at the Senate House Campus (Palayam) and Kariavattom Campus in the University of Kerala” duly superscribed on the cover.**

2. The cost of tender forms once paid will not be refunded. Tenders which are not in the prescribed form are liable to be rejected. The rates quoted should be only in Indian currency. Tenders in any other currency are liable to rejection.

3. Intending tenderers should send their tenders so as to reach the officer mentioned in the tender notification, on or before the due date and time noted therein. No tender received after the specified date and time will be accepted on any account. The rates will be considered firm for acceptance till the date mentioned therein. Tenders not stipulating period of firmness and tenders with price variation clause and/or ‘subject to prior sale’ condition are liable to be rejected.

4. (a) Every tenderer who has not registered his name with the State Government (Stores Purchase Department), should send along with his tender, an earnest money of ₹1,947/-. The amount may be paid by remitting as Demand Draft (DD) drawn in favour of the Finance Officer, University of Kerala, Thiruvananthapuram, as described in the tender notification. Cheques will not be accepted. The earnest money of unsuccessful tenderers will be returned as soon as possible after the tenders are settled.

(b) Tenderers whose names are registered with Government (Stores Purchase Department) are generally exempted from furnishing earnest money for such articles for which they have registered their names. If they tender for stores other than those for which they have registered their names, they will have to furnish earnest money as in the case of unregistered firms. Registered firms will have to quote invariably in every tender they submit, the registration number assigned to them by the Stores Purchase Department. Attested copy of registration certificate may be enclosed with the tender for reference.

(c) Micro, Small & Medium Enterprises and Cottage Industries and Industrial co-operatives within the State which are certified as such by the Director of Industries and commerce or by the Regional Joint Directors of Industries and Commerce will be exempted from furnishing earnest money deposits in support of tenders submitted by them. The Khadi and village Industries Co-operative Societies and the institutions registered under the Literary, Scientific and Charitable Societies Act and financed by the Kerala Khadi and Village Industries Board within that State which are certified as such by the Secretary, Kerala Khadi Village Industries Board will be exempted from furnishing earnest money deposits in support of tenders submitted by them. Government Institutions/State Public Sector Industries which manufacture and supply stores will also be exempted from furnishing earnest money for tenders submitted by them. Attested copy of the same may be enclosed with the tender for the exemption of earnest money.

(d) In the matter of purchase of stores by the State Government Departments, Small Scale



Industrial Units sponsored by the National Small Scale Industries Corporation Limited, New Delhi and in respect of which competency certificates are issued by the Corporation will be exempted from payment of Earnest Money Deposits. Attested copy of the same may be enclosed with the tender for the exemption of earnest money.

5. The tenders will be opened on the appointed day and time in the office of the Registrar, in the presence of such of those tenderers or their nominees who may be present at that time.

6. If any tenderer withdraws from his tender before the expiry of the period fixed for keeping the rates firm for acceptance, the earnest money, if any deposited by him will be forfeited to University of Kerala or such action taken against him as the University think fit.

7. Tenderers shall invariably specify in their tenders the delivery date and the time for the supply of tendered articles, as per the tender notification.

8. The final acceptance of the tenders rest entirely with the University who do not bind themselves to accept the lowest or any tender. But the tenderers on their part should be prepared to carry out such portion of the supplies included in their tender as may be allotted to them.

9. In the case of materials of technical nature the successful tenderer should be prepared to guarantee satisfactory performance for warranty period.

10. In cases where a successful tenderer, 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 tenderer 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 tenderer.

11. Payments will be made only after the supplies are actually verified and taken to stock. The firms will produce stamped pre-receipt for releasing the payment, after the satisfactory supply/installation of the items at our site.

12. The contractor shall not assign or make over the contract or the benefits or burdens thereof to any other person or body corporate. The contractor shall not underlet or sublet to any person or persons or body corporate the execution of the contract or any part thereof without the consent in writing of the Registrar who shall have absolute power to refuse such consent or to rescind such content (if given) at any time if he is not satisfied with the manner in which the contract is being executed and no allowance or compensation shall be made to the contractor or the sub-contractor upon such recession. Provided always that is such consent be given at any time, the contractor shall not be relieved from any obligation, duty or responsibility under this contract.

13. The tenderer shall undertake to supply materials according to the standard sample and/ or specifications mentioned in the Tender Document.

14. No representation for enhancement of rates once accepted will be considered.

15. Any attempt on the part of the tenderers or their agents to influence the University in their favour by personal canvassing with the officers concerned will disqualify the tenderers.

16. Tenderers should be prepared to accept orders subject to the penalty clause for forfeiture of earnest money in the even of default in supplies or failure to supply within the stipulated period.



SCHEDULE OF MATERIALS

| Schedule of Total Electrical Materials for the Electrical Store at Senate House Campus (Palayam) and Kariavattom Campus | | | | | | | | | | | | |
|---|---|---|------|---|--------------------|----------------|----------|-----------------------------|--------------|----------------|--|---------|
| Sl. No. | Item | Make | Unit | Quantity to be supplied to the Electrical Store | | Total Quantity | Rate (₹) | Total Rate (Qty x Rate) (₹) | GST Rate (%) | GST Amount (₹) | Total Amount (Total Rate + GST Amount (incl GST) (₹) | Remarks |
| | | | | Senate House Campus, Palayam | Kariavattom Campus | | | | | | | |
| 1 | 20W LED Tube light fittings with extruded Aluminium Housing and Poly carbonate Diffuser, Double sided connection | (Crompton (LTT8-20W) / Havells / Philips / Wipro) | No | 105 | 100 | 205 | | | | | | |
| 2 | Supply of 1200 mm sweep, BEE 5 star rated, ceiling fan with Brush Less Direct Current (BLDC) Motor, 3 nos. blades, 30 cm long down rod, 2nos. canopies, shackle kit, safety rope, copper winding, Power Factor not less than 0.9, Air delivery minimum 215 CMM, electronic regulator unit for speed control and all remaining accessories including safety pin, nut bolts, washers,etc., suitable for 230 V, 50 Hz, single phase AC Supply complete as required with minimum 2 Year Warranty. | Crompton / Havells/ Atomberg / Orient | No | 12 | 12 | 24 | | | | | | |



| | | | | | | | | | | | | |
|----|---|---|----|-----|-----|-----|--|--|--|--|--|--|
| 3 | PVC Straight / Angle batten Holder | GM/Anchor | No | 20 | 15 | 35 | | | | | | |
| 4 | 12W LED Bulb | Crompton/ Philips/ Wipro/ Orient | No | 35 | 35 | 70 | | | | | | |
| 5 | 2.5 Micro Farad Capacitor | Crompton | No | 50 | 60 | 110 | | | | | | |
| 6 | Single Pole MCB C Curve 6A C Curve | Legrand/ L&T/ IndoAsian | No | 5 | 2 | 7 | | | | | | |
| 7 | Single Pole MCB C Curve 20A C Curve | Legrand/ L&T/ IndoAsian | No | 10 | 3 | 13 | | | | | | |
| 8 | Insulation Tape | Steel Grip/ Anchor /RR | No | 50 | 50 | 100 | | | | | | |
| 9 | 6A 3 Pin Plug top ISI Marked | Anchor/ Havells | No | 15 | --- | 15 | | | | | | |
| 10 | 16A 3 Pin Plug top ISI Marked | Anchor/ Havells | No | 15 | --- | 15 | | | | | | |
| 11 | Supply of 200A Fuse wire made up of Alloy of Tin and Lead | | Kg | --- | 1 | 1 | | | | | | |
| 12 | Supply of 100A Fuse wire made up of Alloy of Tin and Lead | | Kg | --- | 2 | 2 | | | | | | |

Rate quoted should be inclusive of all charges such as packing, forwarding, freight, loading/unloading/handling and Government duties leviable, if any.

Rate quoted should be inclusive of GST, transportation charges and any other charges.

Period within which goods should be delivered: deliver the items within 15 days of placing the Supply Order.

Other special conditions: Defective items, if any, supplied should be rectified/replaced to the satisfaction of the University by the suppliers at their own cost.

General Tender Terms & Conditions for technical verification

1. Tenderers who are black listed by State / Central Government departments and organizations are not eligible to participate in this tender and such tender will be summarily rejected.



2. The Tenderer should have registered office/Own service centre in Kerala preferably in Thiruvananthapuram.
3. **Compliance Statement should be submitted separately that includes all parameters including Make, Model and Warranty of the quoted item, as detailed in the Tender Document.**
4. **Detailed equipment data sheet should be submitted**
5. All the items must have a warranty period, as mentioned in the specification and Compliance Statement furnished.
6. **Group wise evaluation is applicable to this tender.**

Technical Specification and Compliance Statement

Various Electrical Materials

| Sl. No. | Item Description/Specification | Make | Comply with the Specification (Yes/No) | Specify Make and Model | Specify Warranty in Years | Remarks |
|---------|--|---|--|------------------------|---------------------------|---------|
| 1 | 20W LED Tube light fittings with extruded Aluminium Housing and Poly carbonate Diffuser, Double sided connection | (Crompton (LTT8-20W)/ Havells / Philips/ Wipro) | | | | |
| 2 | Supply of 1200 mm sweep, BEE 5 star rated, ceiling fan with Brush Less Direct Current (BLDC) Motor, 3 nos. blades, 30 cm long down rod, 2nos. canopies, shackle kit, safety rope, copper winding, Power Factor not less than 0.9, Air delivery minimum 215 CMM, electronic regulator unit for speed control and all remaining accessories including safety pin, nut bolts, washers,etc., suitable for 230 V, 50 Hz, single phase AC Supply complete as required with minimum 2 Year Warranty. | Crompton/ Havells/ Atomberg/ Orient | | | | |
| 3 | PVC Straight / Angle batten Holder | GM/ Anchor | | | | |
| 4 | 12W LED Bulb | Crompton/ Philips/ Wipro/ Orient | | | | |
| 5 | 2.5 Micro Farad Capacitor | Crompton | | | | |



| | | | | | | |
|----|---|-------------------------------|--|--|--|--|
| 6 | Single Pole MCB C Curve 6A C Curve | Legrand/ L&T/ IndoAsian | | | | |
| 7 | Single Pole MCB C Curve 20A C Curve | Legrand/ L&T/ IndoAsian | | | | |
| 8 | Insulation Tape | Steel Grip/ Anchor/ RR | | | | |
| 9 | 6A 3 Pin Plug top ISI Marked | Anchor/ Havells | | | | |
| 10 | 16A 3 Pin Plug top ISI Marked | Anchor/ Havells | | | | |
| 11 | Supply of 200A Fuse wire made up of Alloy of Tin and Lead | | | | | |
| 12 | Supply of 100A Fuse wire made up of Alloy of Tin and Lead | | | | | |

Terms and conditions

1. The Tenderer shall quote price in clear terms. The rates quoted must be inclusive of all taxes, cost of supply at site, warranty and any other charges etc...
2. The price should be quoted only in Indian rupees. The tender shall be typed and signed by the Tenderer.
3. All the documents mentioned shall be submitted without fail.
4. All the documents must be typed and clear.
5. Detailed specifications of the items together with quantity required are available within the schedule of Materials/Compliance Statement appended to the tender notification/tender document.
6. **Group Wise Technical/Financial Evaluation is applicable to this tender.**
7. **Validity:-** The tender will be valid for 180 days from its date of opening. Further extension can be done by mutual consent.
8. **Delivery :-** The item should be delivered at the **Electrical Store of Senate House Campus (Palayam) and Kariavattom Campus, as per the schedule of Materials mentioned in the Tender Document and on the basis of the Supply Order placed.**
9. **Period of Completion:-** The supply shall be completed within a period 15 days from date of placing the Supply Order.
10. **Payment:** - The Full payment will be made only after successful completion of the supply of items at the proposed site mentioned in the Supply Order and advance payment will not be allowed under any circumstances. No part payments shall be made.
11. Complaints if any with the items supplied should be rectified/replaced to the satisfaction of the University by the suppliers at their own cost.



12. **Separate Bills should be submitted to the Electrical Store at the Senate House Campus (Palayam) and Kariavattom Campus, as per the schedule of Materials mentioned in the Tender Document and on the basis of the Supply Order placed.**

13. After the successful completion of the supply of items, the successful bidder should forward **the following documents separately to the Electrical Store at the Senate House Campus (Palayam) and Kariavattom Campus**, for the payment procedure:

(a) Bills in triplicate should be submitted in B2B format with our **GST No: 32AAAJU0328F1ZJ**.

(b) Duly filled, signed and sealed stamped Pre-receipt in the Letter Head.

(c) Duly filled, signed and sealed Data Sheet of Bank Account details.

(d) Copy of a cancelled Cheque Leaf/Bank Pass Book.

14. The undersigned reserves the right to reject or accept any or all the tenders received fully or partly without assigning any reason thereof.

15. General rules relating to purchase of materials/equipment will also applicable to this tender.

Prof. (Dr.) K S Anil Kumar
Registrar



The document is digitally approved. Hence signature is not needed.