



## 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)

41692/Ad BIV A/2025/UOK

17.09.2025

### E-TENDER NOTICE

Competitive e-Tenders (two cover system) are invited through e- procurement portal (<https://www.etenders.kerala.gov.in>) of Government of Kerala are invited for the supply of **20 numbers of HP 88 A Toner Cartridges (Original)** for the Printers installed in various Sections of the Examination Wing, University of the Kerala.

The tender form can be downloaded from : [www.etender.kerala.gov.in](http://www.etender.kerala.gov.in).

Bid submission start date	18.09.2025
Last date and time for submission of tender online	06.10.2025 05.00 PM
Date and time of opening of Technical bid	08.10.2025 10.30 AM
Tender Fee	₹ 472/- (₹400+18%GST)
EMD	₹ 2191/-
Date and time of opening of financial bid	After technical bid evaluation
For further details contact	Ad BIV CP (A) Section Phone : 0471 2386282 email: <a href="mailto:adb4cpa@keralauniversity.ac.in">adb4cpa@keralauniversity.ac.in</a>

**The cost of tender form and EMD prescribed above should be remitted online through [www.etender.kerala.gov.in](http://www.etender.kerala.gov.in). The cost of tender form will not be refunded.**

### TERMS AND CONDITIONS

1. Every tenderer should submit a **Tender fee of Rs. 472/-** (Rupees One Thousand Four Hundred and Sixteen Only) (₹ 400/- + ₹72/- (GST)). **GST payment shall be made by the firm and the receipt shall be attached.**
2. Every tenderer should submit an **Earnest Money Deposit (EMD) of Rs.2191/- via online.**
3. 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 Earnest Money



Deposit. Others not having MSME with Udyog Aadhar registration should send along with his tender, a tender fee of Rs.472/- and an earnest money of Rs.2191/-

**. Copy of registration certificate may be enclosed with the tender for reference.**

4. Quantities can be increased or decreased by the purchaser and the bidder has to supply deviated quantities at the rates prescribed and approved by the purchaser in the tender document.
5. Original Equipment Manufacturer (OEM) Certificate/Undertaking: If the bidder is not an OEM, a Certificate of authorized dealership / distributorship from the OEM for technical support to the bidder and supply of spares shall be furnished.
6. The tender shall be submitted in the two bid viz. Technical Bid and Financial Bid. Financial Bids of short-listed vendors will only be opened. Please note that the Vendor(s) who do not qualify in the technical bid will not be considered for commercial bid.
7. The bidder must not subcontract the work to other providers.
8. The prices quoted must be on “all-inclusive till destination” basis. The prices quoted should be inclusive of all Taxes, Insurance, Freight, Packing & Forwarding Charges, Handling, Delivery Charges, installation charges etc.
9. Payment terms: Payment shall be made only after the supply of the items at our site.
10. The bidder is expected to examine all instructions, forms, terms, condition, and technical specifications in the tender Documents. Failure to furnish all information required by the tender Documents or submission of a bid not substantially responsive may result in the rejection of its bid.
11. Validity of tender: The tender submitted shall remain valid at least for 180 days from the date of opening the tender. Validity beyond six months from the date of opening of the tender shall be by mutual consent.
12. The proposed delivery schedule should be mentioned clearly. Supply **should be made to the Store Keeper, Examination Store, University of Kerala, Senate House Campus, Palayam Trivandrum - 695 034, without any extra cost.**
13. **Compliance Statement:** Along with the technical details, provide a tabular column indicating the yield of the Toner.
14. 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.
15. **Detailed Financial bid should be separately submitted. (in pdf format).**
16. In case of any dispute, the decision of the University authority shall be final and binding on the bidders. The undersigned reserves the right to reject any or all of the tenders received without assigning any reason thereof.
17. Suppliers should ensure the supply of Genuine/OEM Toners.
18. Suppliers who have not maintained the quality will be blacklisted.

**Documents to be uploaded:**

1. Signed Compliance Matrix
2. BoQ
3. Detailed Financial Bid in pdf format.
4. GST payment receipt



RESMI R

Registrar(i/c)

