

KANNUR UNIVERSITY
THAVAKKARA, CIVIL STATION P.O.,
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NOTICE INVITING E-TENDER

The Registrar, Kannur University invites e-tender(s) in **Two Bid System (Two cover)** for the Supply and Installation of **Library Racks and Journal Display Racks** at various campus libraries of Kannur University, 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, transportation, supply and 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 furniture 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_821884
Description of Work	Supply and Installation of Library Racks and Journal Display Racks
Last date and time for online submission of bid	12.01.2026, 11.00 AM
Date and time of bid opening	13.01.2026, 3.00 PM
Tender fee (Excluding GST)	₹1500 + ₹400 = ₹1900 (Refer Page No. 3)
Earnest Money Deposit (EMD)	₹9,000 + ₹2000 = ₹11,000 (Refer Page No. 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 EMD.	
Place of supply and installation	Various Campus Libraries of Kannur University



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

SPECIFICATION, QUANTITY AND PLACE OF DELIVERY

Sl No	Item Name and Specification	Place of Supply and Installation	Quantity (Nos.)	Total Quantity (Nos.)
1	<u>Library Rack</u> <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 <ul style="list-style-type: none"> • Rack and Panel fixed • Gap between rack 11 ¼" • Double sided rack with 2 sections on one side. 7 fixed panel on one section. <ul style="list-style-type: none"> • Partition between two sides. • Book support for each panel. • Epoxy powder coated. 	Campus Library, Mangattuparamba Camps, Kannur, Pin: 670567	10	30
		Campus Library, Mananthavady Campus, Edavaka PO, Wayanad, Pin: 670645	20	
2	<u>Journal Display Rack</u> <ul style="list-style-type: none"> • 72" X 36" X 18" • 5 Rack Compartment • 3 Door on one compartment • Storage behind the door <ul style="list-style-type: none"> • 20 gauge GI sheet • Epoxy powder coated • Angled Display Rack on Door 	Herman Gundert Central Library, Thavakkara Campus, Civil Station PO, Kannur, Pin: 670002	4	10
		Campus Library, Mangattuparamba Camps, Kannur, Pin: 670567	1	
		Campus Library, Payyannur Campus, Kannur, Pin - 670327	2	
		Campus Library, Dr. P K Rajan Memorial Campus, Palathadam, Nileswaram PO, Kasargod, Pin - 671314	2	
		Campus Library, Mananthavady Campus, Edavaka PO, Wayanad, Pin- 670645	1	

Required warranty: Minimum two years warranty for Library Racks and Journal Display Racks



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	Furniture/Equipment	Tender Fee (₹)			EMD (₹)
		Excluding GST	GST (18 %)	Total (₹)	
1	Library Racks	1500	270	1770	9000
2	Journal Display Racks	400	72	472	2000
TOTAL		1900	342	2242	11,000

The firm bidding only for a particular item shall remit the required fee by selecting the 'Tender Fee and EMD Exemption' option in the e-tender portal.

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 tender should be submitted in two cover system (Technical bid & 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 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 bidders shall keep their rate firm for a period of **90 days**.

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, drawings, warranty details 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 supply and installation of furniture at the locations given in the table above will be the responsibility of the supplier.

16. In case of damage/ defects identified 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 in accordance with the approved standard samples and/or specifications. If required, samples shall be provided at the location designated by the University within two weeks of the request.
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/ 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 (PSU).
30. The bidder must have completed minimum of two such supply and installations in any Government Organization/ Public Sector Undertakings/ Educational Institutions in India within last two years.
31. The successful bidder shall complete the supply and installation at the respective campus libraries within a period of forty-five (45) days from the date of issuance of the Purchase Order.
32. Any items supplied that do not conform to the prescribed specifications and quality standards shall be liable to rejection.
33. The contract is liable to be terminated in case of violation of tender conditions or failure to perform satisfactorily.

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, drawings and copy of its certifications if any.
5. Compliance statement for technical specification
6. MSME Firms - Upload MSME certificate/ UDYAM registration certificates (Refer T&C No. 2).
7. Valid authorization certificate from OEM (in case of resellers)
8. Warranty certificate/details
9. Non blacklisting declaration by the bidder
10. Past experience details
11. Other certificates/declarations

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 & Mobile Number	
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 . 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 -----

