

KANNUR UNIVERSITY
 THAVAKKARA, CIVIL STATION P.O.,
 KANNUR, KERALA - 670002
Tel: 04972715321
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NOTICE INVITING E-TENDER

The Registrar, Kannur University invites e-tender(s) in **Single Bid System** for the **Supply of Electrical Scooter** at Thavakkara Campus, 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 charges, delivery charges, and any other charges. **The Registrar, Kannur University reserves the right to accept or reject the tenders without assigning any reason thereof.**

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.

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

TENDER SCHEDULE

Description of Work	Supply of Electrical Scooter
Tender Notice No	PMU-B/BIII/6283/2025
Tender I D	2026_KnrU_827272_1
Last date and time for receipt of Tender	09.02.2026, 04.00 PM
Date and time of opening of Tender	11.02.2026, 11.00 PM
Tender fee (Including GST)	₹ 400/- + ₹ 72/- (GST-18%) (Firm should remit GST amount of ₹72/- directly to the GST department and upload receipt in the e Procurement portal)
Earnest Money Deposit (EMD)	₹ 2,000/-
Place of supply and installation	Kannur University, Thavakkara Campus, Civil Station PO, Kannur, Kerala - 670002
Completion Period	90 days from the date of purchase order



SPECIFICATION OF THE EQUIPMENT

SI No.	Name of the equipment	Required quantity
1	Electrical Scooter	1

Item	Description of Requirement
Type of Two Wheeler	Scooter
Vehicle Colour Type	Metallic
Driving Range with Full Charge Battery (Km)	150 km
Payload	130 kg
Motor Type	BLDC
Motor Power (watts)	Above 2000
Energy Consumption (kWh/100Km)	3.21
Type of Battery	Advance Chemistry Cell Battery (ACCB)
Battery Capacity (kWh)	5.1
Type of Wheel	Alloy Wheels
Type of Tyre	Tubeless
Front Brake	Disc Brake
Rear Brake	Drum Brake
Power Regeneration Facility	Yes
Vehicle Warranty (Years)	3 year
Electrical Parts Warranty (Years)	3 year
Battery Warranty (Years)	3 year

Terms and Conditions

1. The tender should be submitted in single cover system.
2. Bidders shall keep their tendered rate firm for a period of 120 days from the date of opening of the tender.
3. The bidder shall quote their rates in the standard Indian currency in the BOQ provided, indicating the breakup details and the total rate tendered should be inclusive of all taxes, transportation, delivery, handling and other charges if any.
4. Tender fee and EMD for each item as given below should be remitted online (SBI MOPS) as indicated in the e-tender website. However, 18% GST of the Tender Fee should be remitted to GST Department directly and upload the receipt in the e-procurement portal.

Sl. No	Item	Tender Fee	18% GST	Tender Fee including GST	EMD
1.	Supply of Electrical Scooter.	₹400/-	₹72/-	₹472/-	₹2,000/-

5. 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. Under MSME category, only Manufacturers for Goods and Service Providers for Services are eligible for EMD/Tender fee exemptions.
6. 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.

7. The bidder should upload along with the tender a preliminary agreement executed and signed in Kerala Stamp Paper of value of Rs.200/- as per format given as Annexure 3.
8. 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 Security Deposit or Demand Draft or bank guarantee 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.
9. All bid/tender documents are to be submitted online only and in the designated cover(s)/envelope(s) on the website. Tenders/bids shall be accepted only through online mode on the website and no manual submission of the same shall be entertained.
10. Profile of Bidder as per Annexure 1 shall be provided.
11. Bidders shall produce copy of the valid GST Registration and PAN card.
12. The OEM (Original Equipment Manufacturer) is required to have an authorised dealer in Kannur District.
13. 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 technical issue, the tenders will be opened on the next working day, at the same time.
14. Tenderers shall invariably specify in their tenders the delivery conditions including the time required for the supply of articles tendered for.
15. The final acceptance of the tenders rests 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 tenders as may be allotted to them.
16. The supplier shall guarantee to repair/replace without any extra cost, the items supplied or part thereof, if found defective due to bad designing, workmanship or substandard materials, within the warranty period. The entire expenditure towards replacement/repair in this regard shall be borne by the supplier. The period of warranty for the repaired/replaced item will recommence from the date of replacement/repair.
17. Payment will be released after delivery, inspection, and confirmation of working condition of the scooter. No advance payment will be made to the Contractor/Supplier.
18. Dedicated/ toll free Telephone No. for service support, Escalation Matrix for Service support shall be provided.
19. Any attempt on the part of the tenderers or their agents to influence the University/Department in their favour by personal canvassing with the Officers concerned will disqualify the tenderers.
20. Registrar, Kannur University reserves the right not to process the tender, cancel the contract, supply order, hold the payment and to trade or not to trade the old stores without assigning any reason.
21. The tenderer shall have to pay all stamp duty, lawyers charges and other expenses incidental to the execution of the agreement.
22. The successful bidder has to execute an agreement within 15 days on receipt of the Purchase order. In cases where a successful bidder, after having made partial supplies fails to fulfil the contract 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 there by together with such sums as may be fixed by the University towards the damage be recovered from the defaulting bidder.

23. The Kannur University reserves the right to cancel the contract of the selected bidder and recover expenditure incurred by the Kannur University if the selected bidder commits a breach of any of the terms and conditions of the bid/contract.
24. Failure to supply item within the specified time period as per the agreement will attract a penalty at the rate as specified in Kerala Stores Purchase Manual/ KPWD Manual.
25. Custom clearance of the consignment including all the stages of custom clearance will be under the purview of the supplier.
26. The provisions of Kerala Stores Purchase Manual/ KPWD Manual Rules are applicable to this tender and further proceedings.
27. No tender received after the specified date and time will be accepted on any account.
28. No representation for enhancement of rates once accepted will be considered.

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 Preliminary Agreement in Kerala Stamp Paper of Rs.200/- (as per format mentioned in Annexure 3).
5. Copy of GST payment receipt to Kerala GST Department (18% of tender fee). (MSME firms should upload MSME certificate/ UDYAM registration certificates).
6. Address proof for Service centers and details.
7. Valid authorization certificate from OEM (in case of resellers)
8. Warranty certificate/ details
9. Compliance Statement (as per format mentioned in Annexure 4)
10. Form of Tender (as per format mentioned in Annexure 5)
11. Integrity Pact (as per format mentioned in Annexure 6)
12. Completion Period Certificate (as per format mentioned in Annexure 7)

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 -----



ANNEXURE - 3

PRELIMINARY AGREEMENT

Articles of agreement executed on this the day of
..... between the Registrar, Kannur University (hereinafter referred to as "the University") of the one part and Shri.....
..... (H.E. name and address of the tenderer)
(hereinafter referred to as "the bounden") of the other part.

WHEREAS in response to the Notification No..... dated the bounden has submitted to the University a tender for the specification therein subject to the terms and conditions contained in the said tender;

WHEREAS the bounden has also deposited with the University a sum of Rs.....
..... as earnest money for execution of an agreement undertaking the due fulfillment of the contract in case his tender is accepted by the University

NOW THESE PRESENTS WITNESS and it is hereby mutually agreed as follows:

1. In case the tender submitted by the bounden is accepted by the University and the contract for is awarded to the bounden, the bounden shall withindays of acceptance of his tender execute an agreement with the University incorporating all the terms and conditions under which the University accepts his tender.
2. In case the bounden fails to execute the agreement as aforesaid incorporating the terms and conditions governing the contract, the University shall have power and authority to recover from the bounden any loss or damage caused to the University by such breach as may be determined by the University by appropriating the earnest money deposited by the bounden if the earnest money is found to be inadequate the deficit amount may be recovered from the bounden his properties movable and immovable in the manner hereinafter contained.
3. All sums found due to the University under or by virtue of this agreement shall be recoverable from the bounden and his properties movable and immovable under the provisions of the Revenue Recovery Act for the time being in force as though such sums are arrears of land revenue and in such other manner as the University may deem fit.



In witness where of Shri..... (name and designation) for and on behalf of the University and Shri.

..... Bounden have hereunto set their hands the day and year shown against their respective signatures.

Signed by Shri. (date)

In the presence of witnesses:

1.
2.

Signed by Shri. (date)

In the presence of witnesses:

1.
2.



ANNEXURE – 4

COMPLIANCE STATEMENT

Item	Description of Requirement	Compliance (Yes/No)
Type of Two Wheeler	Scooter	
Vehicle Colour Type	Metallic	
Driving Range with Full Charge Battery (Km)	150 km	
Payload	130 kg	
Motor Type	BLDC	
Motor Power (watts)	Above 2000	
Energy Consumption (kWh/100Km)	3.21	
Type of Battery	Advance Chemistry Cell Battery (ACCB)	
Battery Capacity (kWh)	5.1	
Type of Wheel	Alloy Wheels	
Type of Tyre	Tubeless	
Front Brake	Disc Brake	
Rear Brake	Drum Brake	
Power Regeneration Facility	Yes	
Vehicle Warranty (Years)	3 year	
Electrical Parts Warranty (Years)	3 year	
Battery Warranty (Years)	3 year	



ANNEXURE – 5

FORM OF TENDER

Name of Work: Supply of Electrical Scooter at Thavakkara Campus, Kannur University (under PM USHA scheme).

From,

.....
.....
.....

To,

The Registrar,
Kannur University,
Thavakkara, Kannur.

Sir,

I/We do hereby tender to execute the works enumerated in the Schedule accompanying in accordance the terms in your tender Notification.....date.....and specifications and conditions of contract in the bidding document.

In consideration I/We being invited to tender, I/We agree to keep the tender open for acceptance 120 days from the date of submission thereof and not to make any modifications in its terms and conditions which are not acceptable.

I/We agree that the tender inviting authority shall, without prejudice to any other right or remedy be at liberty to forfeit the earnest money/ Bid security absolutely and also recover from me/us the entire loss that may be caused to the Kannur University by the retender or rearrangement of the work or otherwise under the provision of the Revenue Recovery Act or otherwise.

Signature :

Full Name & Address of Bidder :



ANNEXURE - 6

Integrity Pact

CERTIFICATE

I/We.....undertake that the tender submitted by us is downloaded from the website www.etenders.kerala.gov.in and any deviation, if detected, at any stage, would entitle the Employer to reject our bidding/offer without assigning any reason or recourse to any penal action and would be legally binding on us.

Signature(of tenderer)

Seal



ANNEXURE – 7

COMPLETION PERIOD

(To be submitted in the letter pad of the firm indicating full name and address, telephone no. & E-mail etc.)

Supply of Electrical Scooter at Thavakkara Campus, Kannur University (under PM USHA scheme) shall be completed within a period of 90 days from the date of receipt of Purchase Order.

SIGNATURE OF THE BIDDER WITH SEAL

