

KANNUR UNIVERSITY (PMU D SECTION)

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PMU-D/DIII/11661/2025

12.06.2025

NOTICE INVITING E-TENDER

The Registrar, Kannur University invites e-tender(s) in Two Bid System (Two cover) for the supply, Installation, Testing and Commissioning **Micro Balance** at **Department of Chemistry** Swami Anandatheertha Campus, Payyanur, 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, 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 equipment/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

Tender ID	2025_KnrU_768150
Name of work	Supply, installation, testing and commissioning of Micro Balance (Quantity 1)
Last date for receipt of Tender	22-07-2025 , 11.00 AM
Date and time of opening tender	24-07-2025, 3.00 PM.
EMD	Rs: 6000 /-
Tender fee	Rs: 1200 /{excl. GST}
All the MSMEs with Udyog Aadhar Registration working within the state of Kerala will be exempted from the payment of Tender Fee and EMD. Under MSME category, only Manufactures for Goods and Service Providers for Services are eligible for EMD/Tender fee exemption	
Place of supply and installation	Department of Chemistry Swami Anandatheertha Campus, Payyanur, Kannur University

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

Specification

Capacity	: 2.1g / 5.2g
Readability	: 0.001g/0.01g
Repeatability (SD)	: 0.004 mg (for 1 g)/ 0.01 mg
Minimum weight*ii (typical)	: 5.0 mg
Linearity	: ± 0.010 mg / ± 0.02 mg
Stabilisation time	: Approx 8 secs
Sensitivity drift	: ± 2 ppm/ $^{\circ}$ C (10 to 30 $^{\circ}$ C/50 to 86 $^{\circ}$ F,
Operating environment	: 5 to 40 $^{\circ}$ C (41 to 104 $^{\circ}$ F), 85%RH or less Communication
interface	: RS-232C and Quick USB
Weighing pan size	: 25mm dia
Standard accessories	: Tabletop breeze break (medium) \times 1*iv, PM Filter pans (\varnothing 50& \varnothing 95 mm) , 3 sizes of Aluminum analytical pans \times 10 each, Micro tube holder \times 1, tweezers, dust cover
Features	: Built-in Fanless Ionizer
Calibration	: Motor-driven internal calibration weight, One touch calibration, Automatic self-calibration with test report
Test	: Automatic repeatability test
Access	: User access control with password
Doors	: Inter lockable sliding doors

- Warranty for 5 Years
- The vendor should provide list (at least 15) of installation of similar system in Indian Universities/ IITS/NITs/IISER and other government research laboratories with contact details in last 3years
- The vendor should have proper qualified engineer/s located near to our place for prompt and efficient after sales services for the next at least 10 years. They should also have established local application laboratory to assist us for our regular assistance for our samples/methods/data interpretations. Quoted item should be the latest model with the availability of all the parts and required accessories atleast for 10 years. The instrument should be globally recognized one
- Quoted item should be the latest model with the availability of all the parts and required accessories for at least 10 years. The instrument should be globally recognised one

Terms and Conditions

1. The tender should be submitted in two cover system (Technical bid & Financial bid).
2. Prices shall be quoted in Indian Currency only.
3. Tender fee and EMD should be remitted through SBI Internet banking/ online NEFT

transaction as indicated in the e-Tender notice. All payments including EMD should be made through online but 18% GST of Tender Fee should be remitted to GST Department directly and upload the receipt in the e-procurement portal.

Item	Tender Fee (₹)		EMD (₹)
	Fee	18% GST	
MICRO BALANCE	1200.00	216.00	6000.00

4. 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 Manufactures for Goods and Service Providers for Services are eligible for EMD/Tender fee exemption.
5. The bidders shall keep their rate firm for a period of **120 days**.
6. The bidder should upload along with his tender a preliminary agreement executed and signed in Kerala Stamp Paper of value of Rs.200/- as per format given.
7. 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 security** for the satisfactory fulfilment of the contract.
8. The total rate tendered should be inclusive of all taxes and other charges.
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 Annexure1 shall be provided.
11. The earnest money of the unsuccessful bidders will be returned through ONLINE NEFT 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.
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. The installation, commissioning and the initial operation will be the responsibility of the supplier.
15. In case of under performance during the warranty period, the item should be replaced and the period of warranty will recommence from the date of replacement.
16. The payment will be made after completion of supply, installation and commissioning.
17. The bidder shall undertake to supply materials according to the standard sample and /or specifications.
18. No representation for enhancement of rates once accepted will be considered.

19. The bidder shall quote their rate in the standard BOQ provided indicating the break up details.
20. The supplier shall ensure the quality of the stores supplied.
21. The provisions of Kerala Stores Purchase Manual are applicable to this Tender and further proceedings.
22. The University reserves all rights to accept or reject any or all the tenders without assigning any reason whatsoever at its discretion.
23. 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, tender will be opened at the next working day at the same time.
24. The bidder should have the responsibility to attend the first level service if any complaint report.
25. 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 bidders on their part should be prepared to carry out such portion of the supplies included in their tenders as may be allotted to them.
26. 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.

DOCUMENTS TO BE SCANNED AND UPLOADED

1. Bidder Profile (As per format mentioned in Annexure1)
2. Scanned copy of valid registration certificate (GST) & PAN Card
3. Scanned copy of Preliminary Agreement in Stamp Paper of Rs.200/- (as per format mentioned in Annexure 2)
4. Scanned copy of relevant Brochure of the equipment including make & model and copy of its certifications like ISO certification.
5. Copy of payment receipt of tender fee and EMD
6. Copy of GST payment receipt to Kerala GST department (18 % of tender fee)
7. Address details of Service Centres
8. Warranty details



Prof. (Dr.) Joby K Jose
Registrar

**ANNEXURE 1
BIDDER PROFILE**

Sl.No	Particulars	
Details of bidder(Firm/Company)		
1	Name	
2	address	
3	Telephone & Mob	
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

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 thespecification 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 within..... days 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.