

**KANNUR UNIVERSITY
(PMU D SECTION)**

Tel:04972715243, e-mail: registrar@kannuruniv.ac.in

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 of Scientific/Laboratory Equipment at the Department of Zoology**, Mananthavady Campus, Wayanad (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_768072 |
| Name of work | Supply, Installation, Testing and Commissioning of Scientific/Laboratory Equipment. |
| Last date for receipt of Tender | 22/07/2025, 11 AM |
| Date and time of opening tender | 25/07/2025, 3 PM |
| EMD | 5,200/- |
| Tender fee | 1180/- (1000+180 GST) |
| Address of the officer to whom tenders are to be submitted | Registrar, Kannur University, Thavakkara Campus, Civil Station P.O Kannur- 670002 |
| Place of supply and installation | Dept. of Zoology, Mananthavady Campus |

For further details logon to <http://etenders.kerala.gov.in>.
e-Tender Helpline No: 0471-2577388/188

NAME & SPECIFICATION OF INSTRUMENTS

| Sl No | Item Name | Specification | Qty |
|-------|-------------------------|--|-----|
| 1 | INSECT SHOWCASE CABINET | Insect Showcase Cabinet (Small), M.S, Capacity-30 showcases For each cabinet for keeping Insect storage & display showcase of Box Size: 30 x23x6.5 cm (or equivalent) Cabinet frame of Mild Steel. Hinged door: with lock and handle. Cabinet (M.S. with powder coated paint finish) with 30 Showcases. Warranty: Up to 3 Years. | 5 |

Additional Doc:

The system must be provided with a set of installation, operating and troubleshooting manuals both in paper and software forms.

General 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 online (SBI MOPS), but 18% GST amount on tender fee should be remitted to GST Department directly and should upload the receipt in the e-procurement portal.**

| Sl. No | Item | Tender Fee (excl GST) | Tender Fee (18% GST) | EMD |
|--------|----------------------|-----------------------|----------------------|------|
| 1. | Laboratory Equipment | 1000 | 180 | 5200 |

4. The bidders shall keep their rate firm for a period of **120 days**.
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 Manufactures for Goods and Service Providers for Services are eligible for EMD/Tender fee exemption.**
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 any other Nationalized or Scheduled bank, **as security** for the satisfactory fulfillment 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, the tenders will be opened on 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 of tender fee (18 % of tender fee)(MSME firms attach MSME certificate & UDYAM registration certificate)
7. Warranty details

Sd/-

REGISTRAR

ANNEXURE1
BIDDER PROFILE

| Sl.No. | Particulars | |
|--|---|--|
| Details of bidder(Firm/Company) | | |
| 1 | Name | |
| 2 | Address | |
| 3 | Telephone & Fax | |
| 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 the.....
Specification there in 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 fulfilment of the contract in case his tender is accepted by the University
NOWTHESE 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.