

SWAMY SARANAM

# TRAVANCORE DEVASWOM BOARD

**Nanthancode, Thiruvananthapuram.**

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Devaswom Commissioners Office

Date 23/10/2019

## **NOTICE INVITING TENDER FOR SUPPLY OF COMPOSITE CANS AT AMBALAPUZHA DEVASWOM**

**Tender Document NO ROC.5996/18/M-1**

### **SUPPLY OF COMPOSITE CANS**

For and on behalf of the Travancore Devaswom Board, the Commissioner invites competitive tenders from Companies, Partnership firms and persons carrying on business in their own names or in names other than their own for the supply of Composite cans of the description size, quality, quantity etc specified below for the use of packing the famous AMBALAPUZHA PALPAYASAM in Ambalapuzha Sree Krishna swamy Devaswom under the Administration of the Travancore Devaswom Board throughout the year 2019-2020

### **MATERIAL SPECIFICATIONS**

Composite cans for filling Ambalapuzha Palpayasam (Gopala Kashayam)

#### **Dimensions**

##### **For 500 MI**

Height :- 10 Cms

Inner Diameter :- 84 Mm

Outer Diameter :- 85.5 Mm

##### **For 1000 MI**

Height :- 18 Cms

Inner Diameter :- 84 Mm

Outer Diameter :- 85.5 Mm

Food grade coated aluminum bottom. Thickness of bottom .24  
Bended composite can with printed tagger and plastic cap.  
The sealing machine should be supplied and installed at the sole  
Expense and responsibility of the supplier of cans

## **QUANTITY REQUIRED**

500ml – Composite cans with lid – **30000 Nos**

1000ml –Composite cans with lid – **50000 Nos**

**The bidders should have the necessary portal enrolment with their on Digital Signature Certificate.**

1.Details of pre – qualification criteria for the tenders, time and schedule and cost of bidding document ,EMD to be submitted by the bidder for participation in this bid are given below.

(a) Cost of tender document – Rs 100/-through on line

(b) Earnest money Deposit – Rs 25,000/-(Twenty Five Thousand only) through online

**Details of online payment are given separately in the appendix attached with the tender document.**

**(c)Pre-qualification criteria.**

The tenderers are required to furnish following documents.

A. A declaration as to the legal status of the tenderer (viz,whether the tenderer is an Individual or an individual carrying on business in a name other than his /her own name ,partnership firm registered with the registrar of firms or a company incorporated under the provision of the Companies Act etc .accompanied by documents as to prove legal status of the tenderer

B. In the case of partnership firms true photocopies of the partnership deed ,Registration Certificate issued by the Registrar of firms and the name and full particulars of all the continuing partners as entered in the Registrar of firms and In the case of Companies the Memorandum of Association and Articles of Association and the Certificate of Incorporation and the Rules or By laws of the company attested by a Gazetted Government Servant or a Notary Public.

C. The Balance sheet and profit and loss account for the three preceding Financial years , duly attested by a Chartered Accountant.

D. Certificate showing the experience in the respective fields issued by the District level Officers of the Industries Department of the State Government.

E. A Passport size photo along with three specimen signatures duly attested by a Gazetted Officer or Notary Public.

F. The tenderer must submit an unconditional declaration accepting all the terms and conditions prescribed here in with regard to supply along with the tender and that he is not a defaulter to the Board on any earlier occasions

**(d) Mode of submission of tender : Tender should be submitted online in “[etenders.kerala.gov.in](http://etenders.kerala.gov.in)”.**

**(e) Tender documents consisting of qualification information and eligibility criteria of bidders , Technical specification , Schedule of quantities etc. are available in the website “ [etenders.kerala.gov.in](http://etenders.kerala.gov.in)”**

**(f) Other details of tender documents will be available in the website “[etenders.kerala.gov.in](http://etenders.kerala.gov.in)”**

**(g) Travancore Devaswom Board reserves right to reject any or all tenders without assigning any reason there of.**

**(h) Tender closing date: 02.11.2019 @ 06.00 P.M**

**(i) Tender opening date : 4.11.2019@11.00A.M**

Venue: **Devaswom Commissioner Office**  
**Nanthancode, Thiruvananthapuram**

### **Special instruction to the bidder for the e-submission of the bids**

**(a) Bidder should do the registration in the tender site <http://etenders.kerala.gov.in> using the option available. then the Digital Signature Registration has to be one with the e –token ,after logging in to the site. The e-token may be obtained from one of the authorized certifying authorities such as SIFY/TCS/nCode**

**(b) If there is any clarification , this may be obtained online through the tender site or through the contract details. Bidder should take into account of the corrigendum published If any before submitting the bids through online.**

**(c) After the bid submission, the acknowledgement number given by the e tendering system should be printed by the bidder and kept as a record of evidence for online submission of bid for the particular tender.**

(d) The Tender Inviting Authority (TIA) will not be held responsible for any sort of the delay or the difficulties faced during the submission of bids through online by the bidders.

(e) The bidder submit the bid documents by online mode through the site <http://etenders.kerala.gov.in> .

Each document to be uploaded through online for the tenders should be less than 2MB. If any document is more than 2MB ,It can be converted to rar /zip format and then the same can be uploaded. However if the file size is less than 1MB the time for uploading transaction will be very fast.The total size of the documents in all the covers put up together ,should be less than our equal to 12MB.

(g) The bidder should ensure that the bid documents submitted should be free from virus and if the documents could not be opened ,due to virus ,during tender opening ,the bid is liable to be rejected.

(h)The time settings fixed in the server side and displayed at the top of the tender site ,will be valid for all actions of requesting bid submission, bid opening etc In the e - tender system. The bidders should follow this time during bid submission.

All the data being entered by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered will not be viewed by authorized persons during bid submission and not viewable by any one until the time of bid opening. The submitted tender documents become readable only after the tender opening by the authorized individual.

(i)The confidentiality of the bids are maintained since the secured Socket Layer 128 bit Encryption technology is used .Data's storage encryption of sensitive field is done.

## **TERMS AND CONDITIONS.**

1. The rates should be inclusive of Excise duty ,Sales Tax and for delivery at the store of Ambalapuzha.
2. The rates should be valid for one year .
3. The number of materials shown in the tender notice is the total approximate number required for the mentioned year .In case more number of materials under the items are found necessary, the tenderer should be prepared to supply the same at the same rate. Sufficient quantity should be supplied for each month.

4. In case of damaged items to be found ,it must be replaced by the supplier at his own cost.
5. The material should be packed safely and be delivered at the store of Ambalapuzha Devaswom.
6. Necessary agreement should be executed with the Assistant Commissioner Ambalapuzha group within the stipulated time.
7. The Board reserves the right to apportion the quantity among the suppliers.
8. The successful tenderer shall within seven days of receipt of communication accepting the tender should deposit a some equivalent to 10% of the total value of the material either in cash or furnish bank guarantee for a like sum as security for the due performance of the contract and shall execute an agreement with the Board. The period of Bank Guarantee shall be valid for one year from the date of agreement.
9. Failure to supply the required quantity of materials within the specified time or violation of any of the conditions of the contract may lead to the cancellation of the contract and the loss if any, incurred by the Board on this account will be recovered from the defaulter. The contractor is not entitled to enhanced rate under any circumstances.
10. If any tenderer withdraws from his tender before the expiry of the period fixed for keeping the rates firm for acceptance, the earnest money if ,any ,deposited by him will be forfeited to the Board and such legal action taken against him as the Board think fit.
11. In cases where a successful tenderer,after having made partial supplies fails to fulfill the contract in full ,all or any of the materials not supplied may at the discretion of the Board ,be purchased by means of another tender /quotation or by negotiation or from the next higher tenderer who had offered to supply already and the loss, if any, caused to the Board shall there by together with such sum as may be fixed by the Board towards damages be recovered from the defaulting tenderer.
12. Any sum of money due and payable to the contractor (including security deposit returnable to him)under this contract may be appropriated by the Purchasing Officer or the Board or any other person authorized by the Board and set off against any claim of the Purchasing Officer or the Board for the payment of a sum of money arising out of or under any other contract made by the contractor with the Purchasing Officer or the Board or any other person authorized by the Board. Any sum of money due and payable to the successful

tenderer or contractor from the Board shall be adjusted against any sum of money due to the Board from him under any other contract.

13. The tenderers shall submit 3 pieces of material samples each which is to be supplied at the time of opening of the tender

Any doubt or queries in this regard may be forwarded to any of the following Email address.

[adcoamz@gmail.com](mailto:adcoamz@gmail.com)

**Ambalapuzha- Ph No.0477-2272483**

**(Sd)**

**DEVASWOM COMMISSIONER  
TRAVANCORE DEVASWOM BOARD**