

TRAVANCORE DEVASWOM BOARD

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Devaswom Commissioner's Office,

31/10/2025

NOTICE INVITING OPEN TENDER FOR SUPPLY OF 100ML PAPER CONTAINER AT SABARIMALA

Tender Document NO ROC 39/25/SAB-3

SUPPLY OF 100 ML PAPER CONTAINER

For and on behalf of the Travancore Devaswom Board, the Commissioner invites competitive Sealed 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 SabarimalaDevaswom under the Administration of the Travancore Devaswom Board during Mandalam, Makaravilakku and MedaVishu festival of 1201 M.E.(2025-2026).

MATERIAL SPECIFICATIONS

100ml paper cans :

- The cans should be eco-friendly, cylindrical in shape with Inner diameter 63mm and outer diameter 65.4mm. The can should have a height of 50mmso that it can hold 100 ml of PANCHAMRUTHA PRASADAM. The cans are to be made from laminate of craft bounded aluminum foiliner. The inner part of the Can shall be free from plastic elements and be made of food grade articles having food safety certification. The Inner portion shall be DUST & OIL FREE and be made of articles having food safety certification.
- The cans shall be suitable for packing and storing of prepared food articles like PANCHAMRUTHA PRASADAM for a longer period without causing health hazards.
- The cans should be affixed with multi coloured printing as detailed below
TRAVANCORE DEVASWOM BOARD, SABARIMALA DEVASWOM
PICTURE OF LORD AYYAPPA
PANCHAMRUTHA PRASADAM
- The bottom of the cans should be made up of Aluminum Compound(food grade).
- The top of the cans should be fixed with ring made of aluminum metal which should be tightly closed using the lid. The lids should also be supplied by the same tenderer. The rate should be quoted for one can including lid.

QUANTITY REQUIRED - 1,50,000 numbers

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

(a) Earnest Money Deposit –Rs 1,00,000/- (in DD in Favour of Devaswom Commissioner)

(c) Pre-qualification criteria

The tenderers are required to furnish following documents.

1. **CAN Manufacturing Units** should have proper valid license by the concerned authority for manufacturing/processing and storing of **CANS**, the copy of which will have to be furnished. In respect of Traders and processors a valid trading license as may be applicable for trading in **CANS**, a copy of which may be submitted.
2. . In respect of Manufacturing Units, Traders and Processors the attested copy of the Balance Sheet and profit/ Loss Account for the last three years duly certified by a Chartered Accountant shall be submitted. In case of a leased unit, the above documents of both the entities i.e. the lessor and the lessee will have to be furnished
3. In case of partnership firm or Co-operative or Corporate Or Companies, the **CAN Manufacturing Units, Trading firms and processing units** should furnish a copy of the partnership deed or byelaw or Memorandum as the case may be. In case of partnership firms the 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 should be furnished. In case of Co operative / corporate body, copy of letter of authorization of the Chief Executive or the authorized person to register and participate in the e-procurement/tender process should be furnished. In the case of Companies, the Memorandum of Association and Articles of Association and the Certificate of should be furnished.
4. In case of supplier who has entered into lease agreement with the **CAN manufacturing Units**, the copy of the legally registered lease agreement duly certified by the Chartered Accountant shall be enclosed.
5. The **CAN Manufacturing Units, Trading firms** should furnish letter of authority or power of attorney for having authorized the person to sign the documents on behalf of the firm or society or corporate body.

6. *The applicants shall submit attested copy of the Income Tax returns of the last three years with a copy of a PAN card attested by authorized signatory.*
7. *copy of Certificate of registration under GST*
8. *An affidavit on Rs 200 non judicial stamp paper and Notarized , regarding:*
 - a)*Not having been prosecuted for the violation rules / law under the Essential Commodities Act or any such others law or orders thereunder in any court of law.*
 - b)*Not having been black listed by any organization or Government for non-performance of contractual obligation.*
9. *The address proof of the authorized signatory viz. Aadhaar Card should be submitted along with the application. The address proof in respect of the firm shall be either certificate of registration or certificate of incorporation issued by the authority concerned*
10. *Bank Account details of the firm along with the IFSC code, Branch details and address shall be furnished in the letterhead of the firm*

(d) Mode of submission of tender : Tender should be submitted in a sealed cover and item name should be specified on the cover

(e) Tender documents specified in the pre qualification criteria should be submitted along with the Tender

Other details of tender documents will be available in the website www.travancoredevaswomboard.org

(f) Travancore Devaswom Board reserves right to reject any or all tenders without assigning any reason thereof.

(g) Tender closing date : **06/11/2025,5 pm**

Tender opening date : **07/11/2025,11 am**

TERMS AND CONDITIONS

1. The rates should be inclusive of all taxes and for delivery at the store of Sabarimala.
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 festivals together. 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. the tenderer should be prepared to supply 50% of the quantity on 16-11-2025 and the remaining as per demand of executive officer
4. The items to the extend of 5% of the total number of items should also be supplied so as to enable replacement of damaged ones.
 5. The material should be packed safely and be delivered at the store of Sabarimala Devaswom.
 6. Executive Officer Sabarimala is the purchasing officer and an agreement should be executed by the successful tenderer with the purchasing officer at the earliest / within 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 sum 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 thereby 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. Negotiation Shall only be conducted with the lowest tenderer who full fills the prescribed pre-qualification criteria's.
14. The Bidders shall Submit 10 Nos of Samples of the materials to be supplied at the time of tender opening.
15. The Tenders submitted by defaulters in the previous years will not be considered.
16. The Travancore Devaswom Board reserves the right to cancel the tender or change the timing and quantity of the supply of goods, if the goods are not required, whole or in part, due to the unforeseen circumstances such as natural disaster or epidemics. The suppliers has no right to seek compensation in the event of such occurrence.
17. The confirmation of tender will be subjected to the verification report of the devaswom vigilance department

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

dcotdb@gmail.com
eosabarimala@gmail.com
www.travancoredevaswomboard.org
Thiruvananthapuram
Phone No 0471-2314288

Sd/-
DEVASWOMCOMMISSIONER
TRAVANCORE DEVASWOM BOARD