TRAVANCORE DEVASWOM BOARD

Nanthancode, Thiruvananthapuram.
Telephone : 0471 2314288;
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Devaswom Commissioner's Office,

23/10/2026

ROC.52/2026/SAB

NOTICE INVITING RE E-TENDER FOR SUPPLY OF GHEE POUCH AT SABARIMALA

SUPPLY OF GHEE POUCHES

For and on behalf of the Travancore Devaswom Board, the Commissioner invites competitive e-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 Ghee pouches of the description size, quality, quantity etc specified below for the use of Sabarimala Devaswom under the Administration of the Travancore Devaswom Board during, Mandalam, Makaravilakku and MedaVishu festival of 1202ME (2026- 2027).

MATERIAL SPECIFICATIONS

GHEE POUCHES : 100 gm. – 12Mic PET Reverse printed in multi colour and laminated with 12 Mic Metpet & 50Mic grade film in Reel form of 220 mm width. The Wording "SABARIMALA ABHISHEKA GHEE PRASADAM" should be encrypted on the both side of pouch.

Vibhoothi Pouch : 100 gm. – 12Mic PET Reverse printed in multi colour and laminated with 12 Mic Metpet & 50Mic grade film in Reel form of 22 mm width. The Wording "SABARIMALA ABHISHEKA GHEE PRASADAM" should be encrypted on the both side of pouche.

QUANTITY REQUIRED

GHEE POUCH : 1000 Kilogram
Vibhoothi Pouch: 1000 Kg

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

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. 1500/-** +GST through online
(b) Earnest Money Deposit – **Rs 10,000/-** through online

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

c.Pre-Qualification criteria

The tenders are required to furnish following documents.

1. ***GHEE,VIBHOOTHI POUCH*** *Manufacturing Units should have proper valid license by the concerned authority for manufacturing/processing and storing of* ***GHEE POUCH*** 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* ***GHEE,VIBHOOTHI POUCH*** *a copy of which may be submitted.*
2. *In respect of manufacturers , 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* ***GHEE,VIBHOOTHI POUCH*** *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 incorporation should be furnished.*
4. *In case of supplier who has entered into lease agreement with the* ***GHEE,VIBHOOTHI POUCH*** *manufacturing Units, the copy of the legally registered lease agreement duly certified by the Charted Accountant shall be enclosed.*
5. *The* ***GHEE,VIBHOOTHI POUCH*** *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.

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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 online in " 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 web site "tenders.keral.gov.in".

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

G.Trancore Devaswom Board reserves right to reject any or all tenders without assigning any reason thereof.

- **Tender closing date : 29/10/2026,10.00 am**
- **Tender opening date : 30/10/2026,10.00 am**

Special instructions 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 done with the e-token, after logging into 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 .

(f) Each document to be uploaded through online for the tenders should be less than 2 MB. If any document is more than2 MB, it can be converted to rar/zip format and then the same can be uploaded. However if the file size is less than 1 MB 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 or equal to 12 MB.

(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.

(i) 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 be 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.

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

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.50% of the quantity should be supplied before 1-11-2026 and the remaining as per demand of executive officer,Sabarimala Articles should be delivered to the store located at Sabarimala in Pathanamthitta District, Kerala which is accessible to heavy vehicles including Lorries up to Pampa and further transportation cost to sannidhanam via tractors shall be solely bore by the supplier.
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 produce a sum equivalent to 10% of the total value of the material as bank guarantee towards 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. Eligible tenderers will be asked to submit 10 Nos of samples to the Office of the Devaswom Commissioner for inspection prior to the award of the contract.
15. If there is only one tender, it will not be opened in the first instance.
16. The Tenders submitted by defaulters in the previous years will not be considered.
17. 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.
18 **.The confirmation of tender will be subjected to the verification report of**

the devaswom vigilance department

19. The tenderer shall supply the required quantities of items directly to the concerned Devaswoms as per the instructions of Executive Officer Sabarimala

20. The supplier shall submit batch wise and load wise food safety lab testing reports to the store superintendent and Executive Officer for every consignment supplies.

21. Tender will be in 2 cover system. Price bid of those tenders whose technical bid approved by technical committee shall be opened for further evaluation

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

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DEVASWOMCOMMISSIONER
TRAVANCORE DEVASWOM BOARD