



**KERALA AGRICULTURAL UNIVERSITY**  
**Department of Agricultural Entomology**  
**College of Agriculture, Vellanikkara, Thrissur – 680 656.**

**Email : cohent@kau.in**

**No. ENT/ICAR-DG/21-22**

**dated 10/01/2022**

**Tender Notice**

Tenders are invited for the supply of ‘**INSECT STORAGE BOXES (100 nos)**’ as per the technical specifications and terms and conditions attached. General information about the tenderer is to be furnished as in Annexure I. Preliminary agreement shall be executed in the format given in Annexure II, technical specifications in annexure III, and users list as given in Annexure IV. As per DSIR registration, necessary exemption can be availed for customs & excise duties for the purchase. The University is eligible for relaxation in GST as per Notification No.45/2017 Central Tax (Rate) dated 14.11.17 & Notification No.47/2017 Integrated Tax (Rate) dated 14.11.17. Our GST Regn. No. is: 32AAAJR0762J5Z3

<b>Tender Details</b>		
1	Name of the item	<b>INSECT STORAGE BOXES</b>
2	Tender inviting Authority	Professor & Head, Dept of Agrl. Entomology, CoA, Vellanikkara
3	Location of supply	Department of Agricultural Entomology, College of Agriculture, Kerala Agricultural University, Vellanikkara, Thrissur District, Kerala
4	Date and Time of Publication of Tender	10/01/2022
5	Last Date and Time of Receipt of Tenders	<b>27/01/2022 at 12 pm</b>
6	Date and Time of Opening of Technical Bid	<b>27/01/2022 at 3 pm</b>
7	Earnest money deposit (EMD)	1% rounded to the nearest rupees of the total cost of the articles /quoted amount subject to a minimum of Rs. 1,500.00
8	Tender submission fee	Above 1.0 lakh to 10.00 lakhs - 0.20% of the cost of tender rounded to the nearest multiple of hundred subject to a minimum of Rs. 400.00 and maximum of Rs. 1,500.00 + 12% GST as applicable
9	Submission of performance security	15 days from issue of purchase order
10	Period of supply	Within 45 days from date of purchase order

**Instructions to the bidders**

- a. **Payment of tender fee and EMD** – As mentioned in serial no. 7 and 8 in the tender notice
- b. All items must be quoted and must comply with the respective Specifications
- c. Specification claimed must be supported by printed company datasheets and brochures (original).

For further details /clarifications, send e mail to [cohent@kau.in](mailto:cohent@kau.in)

Sd/-

Professor & Head



**Tender No. ENT/ICAR-DG/21-22**

**KERALA AGRICULTURAL UNIVERSITY**

**Department of Agricultural Entomology**

**College of Agriculture, Vellanikkara, Thrissur District, Kerala, India, PIN-680 656**

E-mail: [cohent@kau.in](mailto:cohent@kau.in)

Tender containing general conditions of the contract and schedule for the supply of  
**INSECT BOXES**

Name of tenderer:

Address:

## TENDER OFFER FORM

Sir,

Having examined and accepting the conditions of the tender No.-----  
relating to the supply of insect boxes

I/We hereby tender to supply, under the annexed general and specific conditions of contract, the whole of the articles referred to, described in the attached detailed technical specification and schedule, or any portion thereof as may be decided by the Kerala Agricultural University, at the rate quoted against each item. The articles will be delivered within the time and at the places specified in the schedule or in default thereof to forfeit and pay to Kerala Agricultural University the amount mentioned in said conditions.

I/We, remitted the required amount of Rs.            as Tender fee and Rs. -----  
-as earnest money.; should I/We fail to supply and install the equipment when called upon to do so, I/We do here by agree that this sum shall be forfeited by me/us to Kerala Agricultural University.

### **Tender schedule**

<b>Location of supply</b>	Department of Agricultural Entomology, College of Agriculture, Kerala Agricultural University, Vellanikkara, Thrissur District, Kerala
Period of firmness of the tender offer	90 days
Submission of performance security	15 days from issue of purchase order
Period of supply	Within 45 days from date of purchase order

Undertaking that the Bidder is not Debarred/ Blacklisted or Banned from Any University/ Government Institute / PSU is attached

Valid dealership certificate, EMD/tender fee Exemption Certificate & other certificates (Enlistment with DGSD, Up to date GST registration certificate, PAN) for tender acceptance are attached.

Preliminary Agreement in stamp paper of Rs.200/-, Warranty and Terms and Conditions of Contract and user list are attached.

Five latest Purchase Order copy for Supply of insect boxes in South India, Technical Brochure of the Quoted Models of equipment signed by the Principals are also attached.

### **GENERAL CONDITIONS**

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 Kerala Agricultural University or such action taken against him as the University think fit.

Tenders should be prepared to accept orders subject to the penalty clause for forfeiture of security in the event of default in supplies or failure to supply within the stipulated period.

Kerala Agricultural University reserves the right to accept whole or any part of any tender or portion of the quantity offered or reject it in full without assigning any reason.

Any legal disputes arising out of any breach of contract pertaining to this tender shall be settled in the court of competent jurisdiction located within the state of Kerala.

In addition to these, all other General Conditions annexed in the Store Purchase Manual of Government of Kerala are also applicable to this tender

The tender will invariably furnish the following certificates with their bills for payment.

“Certified that the goods on which sales tax has been charged have not been exempted under the Central Sales Tax Act or the State Sales Tax on these goods are correct under the provisions of the relevant act or the rules made there under. Certified further that we (or our Branch or Agent)..... (Address) are registered as dealers in the State of ..... under Registration No. .... for the purpose of Sales tax”.

Signature and address of Witnesses:

- 1.
- 2

Yours faithfully,

Tenderer certifies that the above information is true and in case it is found not be true at a later date the owner shall have the right to terminate the contract.

Signature of the Supplier/authorized agent

DESIGNATION

COMPANY

Address).....

.....

SEAL OF COMPANY

Date :.....

**Note:** Editing of the text in the tender form in any way other than as indicated (like filling in, scoring off inapplicable material etc.) will render form invalid and liable for rejection.

**ANNEXURE I**

**GENERAL INFORMATION ABOUT THE TENDERER**

1	Tender reference No.	
2	Date of submission of tender offer	
3	Details of EMD submitted (if any)	
4	Tender submitted by	
	Name of the Tenderer	
	Registered address of the firm with GSTIN	
	Telephone No	
	Email	
5	Name of Principal Supplier (if not self)	
6	Authorization by the Principal supplier (Attach details)	
7	Authorized contact person	
	Designation	
	Telephone No	
	Mobile No.	
8	<b>Communication Address</b>	
	Telephone No	
	Email	
	Registration No. & Date of Registration	
9	<b>Nature of Business</b>	
	OEM, Authorized dealer, Direct importer	
10	<b>Key personnel Details (Chairman, CEO, Directors, Managing Partners etc. )</b>	
	Name	
	Designation	
	Communication address	
	Telephone No	
	Email	
11	<b>Bank Details</b>	
	Bank Account No.	
	Bank Name & Address	
	Branch Name & IFSC Code	
	Telephone No & Email ID	
12	List of supporting documents submitted along with the tender	
	Any other relevant information	

Date

Office seal

*Signature of the bidder / Authorised signatory*

**ANNEXURE II**

***(Send duly filled & signed hard copy of the agreement in Kerala Stamp Paper worth Rs. 200/- purchased in the name of the Contractor to the tender inviting authority)***

**A G R E E M E N T**

Articles of agreement executed on this the \_\_\_\_ day of \_\_\_\_\_, two thousand and \_\_\_\_ between \_\_\_\_\_ (here enter the name and address of the purchasing officer) for and on behalf of the Vice-Chancellor, Kerala Agricultural University, (hereinafter referred to as "The University") of the one part and Sri. \_\_\_\_\_ (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 supply of \_\_\_\_\_ specified 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. \_\_\_\_\_ only as earnest money for the execution of an agreement undertaking the due fulfilment 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 the supply of any item of \_\_\_\_\_ as per the above notification is awarded to the Bounden, the Bounden shall within fifteen 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 and if the earnest money is found to be inadequate, the deficit amount may be recovered from the Bounden and 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 whereof the \_\_\_\_\_ (here enter the name and address of the purchasing officer), for and on behalf of the Vice-Chancellor of Kerala Agricultural University and Shri. \_\_\_\_\_, the Bounden, have here unto set their hands the day and year shown against their respective signatures.

Signed by Shri. \_\_\_\_\_ (date) \_\_\_\_\_

In the presence of witnesses:

1.

2.

Signed by Shri. \_\_\_\_\_ (date) \_\_\_\_\_

In the presence of witness:

1.

2.



## Annexure III

### Technical Specifications

#### **Insect Storage Boxes – 100 nos**

##### **Specifications**

1. Size – 45 cm X 30 cm X 7.5 cm
2. Material – Teak/hard wood frame, sunmica/melamine on top and plywood/MDF at bottom. Inside (Top and bottom) lined with EVA sheet (8 mm) and white in color.
3. Holes on the frame for holding naphthalene balls
4. Brass hinges, index card holder and clips
5. Warranty – 1 year

Suppliers shall be entirely responsible for **packing, forwarding, freight, insurance charges**, all duties, taxes, license fees, octroi, road permits, insurance, clearing charges, etc., incurred until delivery of the Goods to the Purchaser. Nothing extra will be paid in addition to quoted rates.

As per the notification no. 45/2017-Central Tax (Rate), Govt. of India, dated 14th November, 2017, procurement of Indigenous items such as scientific and technical instruments, apparatus, equipment (including computers), accessories, parts and consumables by research institutes/ Universities, GST applicable should be 5%. DSIR and Essentiality certificate and other documents will be produced by KAU, for the needed items.

Declaration by the tenderer

It is hereby declared that the details given above are correct as pertaining to the quoted model. The formal financial bid is enclosed including all relevant details.

SIGNATURE OF TENDERER

SEAL OF THE COMPANY

**DATE**

**ANNEXURE IV**

**Users list of supply of insect boxes (ICAR Institutes/SAUs) in South India by the Bidder for the last five years (Minimum five numbers)**

User Name & Address	Date of supply	Name & Designation of the contact person	Contact number & Email ID