



**KERALA AGRICULTURAL UNIVERSITY
AGRICULTURAL COLLEGE**

VELLANIKKARA, THRISSUR – 680656

Phone: (0487)-2438301; (0487)-2438302 Email: cohvka@kau.in; adhort@kau.in

No:GL(3)/ 2279/2023

Dated:10/03/2023

TENDER NOTICE

Sealed tenders are invited for the supply of stationery articles on annual rate contract basis to general store of College of Agriculture, Vellanikkara, Thrissur (List appended)

Cost of tender forms

Particulars	Cost (Rs.)
Supplies costing above Rs.1,00,000/- to Rs.10 Lakh	0.2 % of the quoted amount rounded to the nearest multiple of Rs.100/-subject to a minimum of Rs.400/- and maximum of Rs.1500/- + GST@12% (extra)
Supplies costing above Rs.10 Lakh	0.15% quoted amount rounded to the nearest multiple of Rs.100/- subject to a maximum of Rs.25,000/- + GST@12% (extra)

Last Date & time of receipt of tender

: 27-03-2023 1 P M

Date & time of opening of tender

: 28-03-2023 3 P M

Period of Contract

: 01-04-2023 to 31-03-2024

Tender forms, terms and conditions and other details can be obtained from **Kerala Agricultural University Website (www.cohvka@kau.in/www.kau.in)** or from the undersigned during office hours (Phone:-0487-2438302, 2438304).



Yours faithfully,

DEAN

To:

www.cohvka@kau.in/www.kau.in

Notice Board

(Terms and conditions overleaf) P.T.O...

Terms and conditions of supply of Stationery articles


1. Tenders should be superscribed as “*Tender for the supply of Stationery articles*” on Annual rate contract basis and addressed to the Dean, College of Agriculture , KAU (P.O), Vellanikkara, Thrissur – 680656
2. Tenderers are allowed to quote for all items or for a part thereof.
3. The rate contract will be valid from 01-04-2023 to 31-03-2024.
4. As per order No.G.O(P) No.448/05/Fin dated 13/10/2005 all bidders are liable to remit EMD @ 1% of the total cost of articles **tendered subject to a minimum of Rs.1500/-** and Security Deposit @ 5% of the total value of the contract by DD drawn in favour of the Dean, College of Agricultural payable at SBI, KAU Campus Branch, Vellanikkara. The EMD of the unsuccessful tenderers will be returned as early as possible, but that of the successful tenderers will be adjusted towards the Security Deposit (5% of the total value of the contract) that will have to be deposited for satisfactory fulfillment of the contract.
5. Delivery of the articles should be made at the General Store, College of Agriculture, Vellanikkara free of cost within **5 days** from the receipt of supply orders.
6. The tenders received without fulfilling the above conditions will be summarily rejected.
7. All rules relating to the Government tenders are applicable to this case also.
8. Right to accept the tender in total or in part or to reject it without assigning any reasons is reserved with the undersigned.
9. The last date of the receipt of the filled in tender form is at **01:00 pm** of **27/03/2023**. The tenders will be opened at **3:00 pm** on 28/03/2023 in the presence of the tenderers or their authorized representatives who may be present at that time.
10. The rates quoted should be inclusive of all taxes, transportation and all such expenses to deliver the materials at General Stores, College of Agriculture, Vellanikkara.
11. The cost of tender form should be submitted along with the tender by way of DD drawn in favour of Dean, College of Agriculture payable at SBI, KAU Campus Branch, Vellanikkara or by KAU cash receipts.
12. There will be no fixed quantity of the items to be supplied in a year. Requirement shall be as per the orders placed from time to time by the Supply Order issued by the undersigned during the contractual period
13. Price quoted shall be valid till 31st March 2024.
14. The requirement of consumable item can be increased or decreased and the firm has to Supply the item during the period of contract.

15. The period of contract can be extended for a further period, if revised on mutually agreed term and condition.

16. The bidder of accepted tender should enter into an agreement with the Dean College of Agriculture Vellanikkara on Kerala Stamp paper worth Rs.200/-
The format of Agreement is available in the website kau.in.



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College of Agriculture
Kerala Agricultural University
K.A.U (P.O.), Thrissur - 680 656

**DETAILS OF ARTICLES TO BE SUPPLIED TO THE GENERAL STORE, COLLEGE OF
AGRICULTURE, VELLANIKKARA**

Sl.No.	Name of Article	Required Quantity
1.	A3 Sheet	1 Bundle
2.	A4 Sheet	300 Bundle
3.	Abro Solution Tape	100 Nos
4.	Air Freshner	20 Nos
5.	Bathing Soap	150 Nos
6.	Battery (1012)	20 Nos
7.	Battery 1015	30 Nos
8.	Binder Clip 32mm,25mm	20pkt
9.	Box File (All size)	10 Nos
10.	Broom (Coconut)	100 Nos
11.	Broom Grass	100 Nos
12.	Brush (Latrine)	5 Nos
13.	Brush (Wash Basin)	25Nos
14.	Bucket 10 litre,15 litre,20 litre,25 litre	50 Nos
15.	Button File (my clear bag)	100 Nos
16.	Calculator	30 Nos
17.	Calling Bell	10 Nos
18.	Carbon paper	8 Bundle
19.	CD Marker	100 Nos
20.	Cello Tape (1 inch) White	150 Nos
21.	Cello Tape (1/2 inch) White	100 Nos
22.	Cello Tape 3/4 " white"	10 Nos
23.	Cello Tape Adhesive (Brown) 2" , 1"	200 Nos
24.	Cello Tape Adhesive (White) 2"	200 Nos
25.	Cello Tape with Dispenser	10 Nos
26.	Chalk Colour	5 Box
27.	Chalk White	15 Box
28.	Cloth paper Envelope (15" x 11"),12" x 10"),18" x 14")	200 Nos
29.	Double side sticker	50 Nos
30.	Dust Bin (Waste Bucket)	50 Nos
31.	Dust Pan	50 Nos
32.	Duster (Black Board)	20 Nos
33.	Dustless Chalk	50 Packet
34.	Envelop (9x4),10x4,9x6,10x4 1/2,10 1/2 x 4 1/2 11 x5,12x5,12x10	500 Nos
35.	Eraser	50 Nos
36.	Executive Bond Paper	10 Nos
37.	Fevi Gum(50 ml & 200 ml)	100 Nos
38.	Fevi Stick – 25gm,50gm,75gm,100gm	50 Nos
39.	File Board	500 Nos

40.	File Folder(lamina Thick)	100 Nos
41.	File Pad Timex	25 Nos
42.	Flag (Colour)	50 Bundles
43.	Flag Sticker (big cream colour)	10 bundle
44.	Gem clip colour	25 Packet
45.	Gem clip steel	50 Packet
46.	Gem Pin (Bell pin)	10 Packet
47.	Glouse	100 Nos
48.	Gum (150 ml) bottle,250ml,100ml	25Nos
49.	Gum (500ml) bottle	25 Nos
50.	Hand wash	100 Bottle
51.	Harpic ½ litre bottle	150 Nos
52.	Highlighter Pen (Taxt Liner)	50 Nos
53.	Hole Guard (Pocker)	25 Nos
54.	Marker Pen Ink 50 ml	75 bottle
55.	Mask N.95	100 Nos
56.	Mask Surgical	100 Nos.
57.	Mop	50 Nos
58.	Mug(lit:1)	50 Nos
59.	Naphthalene	50 Packet
60.	Note Pad	100Nos
61.	Notice Board Pin	2 Packet
62.	Pen (All type)	100 Nos
63.	Pencil (Apsara)	100 Nos
64.	Pencil Cutter	50 Nos
65.	Phenol(shodet)	500 bottles
66.	Pin-up	20 Nos.
67.	Punch (Double)side Machine	25 Nos
68.	Punch (Single) Machine	100 Nos
69.	Register – 160 pages	50 Nos
70.	Register – 440 pages	10 Nos
71.	Register – 480 pages,560 pages	10 Nos
72.	Register (120 pages)	50 Nos
73.	Register 200 pages	50 Nos
74.	Register -240 pages	50 Nos.
75.	Register -80 pages	100 Nos
76.	Rubber Band 100gm packet,50gm packet	100 Packet
77.	Sabeena Powder	100 Packet
78.	Santizer	100 Bottle
79.	Scale Steel & Plastic	50 Nos
80.	Scissors (ALL Size)	50 Nos
81.	Sealing Wax	10Nos
82.	Shampoo	5 Nos
83.	Sharpener	50 Nos
84.	Stamp Pad	50 Nos

85.	Stamp Pad ink 100ml,50ml	25 bottles
86.	Stapler Machine	50 Nos
87.	Stapler Pin	200 Packet
88.	Sutaly	25 Nos
89.	Tag	100 Bundle
90.	Twine (400 meter)	50 Nos
91.	Twine Ball	50 Nos
92.	Vim bar(Exo)	200 Nos
93.	White Board Duster	100 Nos
94.	White board Marker	100 Nos
95.	White paper (legal size) 100Nos	200 Bundle
96.	White paper (legal size) 500Nos	200 Bundle
97.	Whitener (Correction Pen)	60 Nos
98.	Window Envelope 10x4	100 Nos



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