



COCHIN UNIVERSITY OF SCIENCE AND TECHNOLOGY

KUNJALI MARAKKAR SCHOOL OF MARINE ENGINEERING

(Approved by AICTE and DG Shipping, Govt. of India)

(ISO - 9001 : 2015 Certified and benchmarked as A Grade by DG Shipping, Govt. of India)

KOCHI - 682 022, KERALA, INDIA

Tel.: 0484-2576606, Website: kmsme.cusat.ac.in

Email: kmsme@cusat.ac.in, cusatkunjalinmarakkar@gmail.com, GSTIN: 32AAALC0844J1ZJ

TENDER NOTICE

Tender No. KMSME/T- 38/2025-26

23th April 2025

Sealed competitive Tenders are invited for the "Supply of Bath Towels and Face Towels and Handkerchief" for the Students in K.M. School of Marine Engineering, as per the specifications given below and as per the terms and conditions detailed in the General Terms and Conditions attached herewith.

Sl. No.	Description	Specifications	Qty
1	Bath Towel	100% cotton – Good quality Turkish towel size: 75 x 150 cm Color : White, Printed with Logo	385 Nos
2	Face Towel	100% cotton - Good quality Turkish towel size: 40 x 60 cm Color : White, Printed with Logo	236 Nos

Last date and time for submission of duly filled Tender Forms : 15/05/2025 at 11.00 AM.

Date and time of opening of Tenders : 15/05/2025 at 03.00 PM.

Please note the following:

(I) Tenders must be accompanied by two demand drafts- one for 0.2% of the quoted amount (non refundable) with a minimum amount of ₹500/- + 18% GST towards the cost of Tender Form and the second Demand Draft for Earnest Money Deposit Equivalent to 1% of the quoted amount, Minimum ₹1500/-. The Demand Drafts should be drawn separately, in favour of "The Director, K.M. School of Marine Engineering (KMSME)" payable at State Bank of India, Cochin University Campus Branch.

(II) EMD of the unsuccessful tenderer will be returned after finalisation of the tender. EMD of the successful tenderer will be returned on the satisfactory supply of the material as per the Purchase Order.
III) Tenders have to be sent to "The Director, K. M. School of Marine Engineering, Cochin University of Science and Technology, Ernakulam District, Kerala, India. PIN-682 022 by " Speed Post/Registered Post/Courier Service " only. Tenders delivered by hand will be summarily rejected. Tenders have to be sent in a sealed cover with the tender number and name duly superscribed on the cover.
(IV) GST registration number, PAN (income tax) and copy of GST registration certificate should be given along with the tender. CUSAT GST No. is 32AAALC0844J1ZJ.
(V) The offer should be valid for a minimum period of 6 months from the date of opening of tender.
VI) After getting the purchase order, the items should be supplied in good condition to the Administrative Office of K. M. School of Marine Engineering, Cochin University of Science and Technology within 15 to 30 days.
VII) University will deduct 2% of TDS on GST of taxable value in the invoice of above ₹2,50,000/- at the time of release of payment.
VIII) The rates quoted shall be inclusive of all taxes, transportation and handling charges for delivering the materials at KMSME, CUSAT, Kochi – 22.
IX) The tenders received will be evaluated item wise ie., the price quoted for each item will be evaluated separately.

Encl.: General Terms and Conditions




DIRECTOR
DIRECTOR
 Kunjali Marakkar School of
 Marine Engineering
 Cochin University of Science and Technology
 Kochi - 682 022

GENERAL TERMS AND CONDITIONS

Sealed tenders are invited for the supply of _____
as specified in the tender notice.

1. The tenders should be addressed to the officer mentioned below in a sealed cover with the tender number and name duly superscribed on the cover. The tenders should be sent by Registered post/ Speed post/Courier Service only. Tenders delivered by hand will be summarily rejected
2. The tenders should be in the prescribed form which can be downloaded from the KMSME website (<https://kmsme.cusat.ac.in>). The cost of tender forms once paid will not be refunded. Tenders which are not in the prescribed form are liable to be rejected.
3. Earnest Money Deposit of 1% of the quoted value, subject to a minimum of Rs.1,500/- should be submitted by Demand draft along with the tender. Cash should not be enclosed in the envelope.
4. Intending tenderers should send their tenders so as to reach the officer mentioned below, on due date and time (noted). No tender received after the specified date and time will be accepted on any account. The rates will be considered firm for acceptance till the date mentioned. Tenders not stipulating period of firmness and tenders with price variation clause and /or 'Subject to prior sale' condition are liable to be rejected.
5. The tenders will be opened on the appointed day and time in the KMSME Director's Office, in the presence of such of those tenderers or their nominees who may be present at that time.
6. The tenderer shall invariably specify in their tenders the delivery conditions including the time required for the supply of articles tendered for.
- 7(a). The tenderer shall clearly specify whether the articles offered bear Indian Standards Institution certification Mark or not. In such cases, they shall produce copies of certification mark along with their tender in support of it.
- 7(b). The University reserves the right to reject offers for import of goods if the Import Trade Control Policy in force at the time of award of the contract prohibits or restricts such imports.
8. The final acceptance of the tenders rests entirely with the university who do not bind themselves to accept the lowest or any tender. But the tenderers on their part should be prepared to carry out such portion of the supplies included in their tenders as may be allotted to them.
9. Tenders shall contain the complete technical details of the items including sample piece of the material and the manufacturer's details they are offering. The University reserves the right to reject any tender if the quality of the sample material is found not acceptable.
10. Communication of acceptance of the tender normally constitutes a concluded contract. Nevertheless, the successful tenderer shall also execute an agreement for the fulfillment of the contract within the period to be specified in the letter of acceptance. The contractor shall have to pay all stamp duty, lawyer's charge and other expenses incidental to the execution of the agreement. Failure to execute the agreement within the period specified will entail the penalties set out in para 11 below.
- 11(a) If the successful tenderer fails to supply the items on time, any loss incurred by Government on account of the purchase will be recovered from the defaulter who will, however, not be entitled to any gains resulting from the purchase. If the defaulting firm is a registration firm their registration is liable to be cancelled
- 11(b) In cases where a successful tenderer, after having made partial supplies fails to fulfill the contracts in full, all or any of the materials not supplied may at the discretion of the Purchasing Officer, be purchased by means of another tender /quotation or by negotiation or from the next higher tenderer who had offered to supply already and loss, if any, caused to the University shall thereby together with such sums as may be fixed by the University towards damages be recovered from the defaulting tenderer.
- 11(c). Even in cases where no alternate purchases are arranged for the materials not supplied, loss, if any, caused to the University shall thereby together with such sums as may be fixed by the University towards damages be recovered from the defaulting tenderer.
12. The tenderers shall quote the percentage of rebate (discount) offered by them in case the payment is made promptly within fifteen days/within one month of taking delivery of stores.
13. The tenderer shall undertake to supply materials according to the standard sample and /or specifications. The items will be rejected if found to be having manufacturing defect or if found as of inferior quality of the material.
14. Tenderer 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.
15. Telegraphic quotations will not be considered unless they give details of prices and are immediately followed by confirmation with full relevant details posted before the due date of the tender.

16. The prices quoted should be inclusive of all taxes, duties, cess, etc, which are or may become payable by the contractor under existing or future laws or rules of the country of origin/supply or delivery during the course of execution of the contract. No representation for the enhancement of price once accepted will be considered during the period of the contract.
17. The tenderer will invariably furnish the following certificate 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 Act or the Rules made thereunder and the charges on account of Sales Tax on these goods are correct under the provisions of the relevant Act or the rules made thereunder. Certified further that we (or our Branch or Agent) Address..... are registered dealers in the state of Under Registration No..... for purpose of Sales tax "
18. Special conditions, if any, of the tenderers attached with the tenders will not be applicable to the contract unless they are expressly accepted in writing by the purchaser. Any attempt to influence the University personnel concerned in their favour by personal canvassing will disqualify the bidders.
19. Payment will be made only after receipt of all the materials as per the Purchase order, at the site, in good condition and only after ensuring satisfactory quality of all the items. Payments will be made through Crossed Bank Cheques. Account transfer of payment maybe done if the specific account details, including Name of Account Holder, Bank Name, Branch Name and IFSC Code are mentioned in the Original Invoice. (Proforma Invoice is not acceptable. Original Invoice should contain Signature and Seal of the seller.)
20. The general conditions for this purchase will be applicable as per the **Stores Purchase Manual** of the Kerala Government.

Sealed Cover Format:

KMSME/T- /2025-26/..... dated

"Tender for _____"

From,

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PH:.....

To,

THE DIRECTOR,
 K. M. SCHOOL OF MARINE ENGINEERING,
 COCHIN UNIVERSITY OF SCIENCE & TECHNOLOGY,
 KOCHI - 682 022
 PH: 0484-2576606



[Handwritten Signature]
 DIRECTOR

DIRECTOR
 Kunjali Marakkar School of
 Marine Engineering
 Cochin University of Science and Technology
 Kochi - 682 022