

**Tender for the supply of Computer paper with logo for LBS
Institute of Technology for Women, Poojappura,
Thiruvananthapuram**

Tender No. P/2639/LBSITW/2024



**The Principal
LBS Institute of Technology for Women, Poojappura,
Thiruvananthapuram -695 012
Phone: 0471-2349232**



Form of Tender

From,

.....
.....

To,

The Principal

LBS Institute of Technology for Women, Poojappura, Thiruvananthapuram -695 012

Sir,

I/We hereby tender to supply, under the annexed general conditions of contract; the whole of the articles referred to and described in the attached specification and schedule, as may be decided by the Principal, LBS Institute of Technology, Thiruvananthapuram at the rates quoted against the item. The articles will be delivered within the time and at the places specified in the schedule.

*I/We am/are remitting/have separately remitted the required amount of Rs. xxxxxx/- (Rupees xxxxxxxx Only) as Earnest Money.

Yours faithfully

Date:

Signature

Address

*(To be scored in cases where no earnest money deposit is furnished)

NOTICE INVITING TENDER

No. P/2639/LBSITW/2024

Dated: 19.06.2024

Tender for the Supply of **Computer paper with logo** for LBS Institute of Technology for Women, Poojappura, Thiruvananthapuram.

The Principal, LBS Institute of Technology for Women, Poojappura, Thiruvananthapuram invite Tenders from manufacturers/authorized distributors having proven track record for the supply of **Computer paper with logo** for LBS Institute of Technology for Women, Poojappura, Thiruvananthapuram Details are available in www.lbt.ac.in and in www.lbscentre.kerala.gov.in

Specification and other details

1	Item Specifications	Type: 10X12X1 80 Column pre-printed Continuous Stationery paper.
2	Quantity	1,00,000 Sheets
3	Delivery locations	LBS Institute of Technology for Women, Poojappura
4	Supply	Within 30 days on receipt of the supply order at LBSITW Poojappura.
5	Warranty	

Superscription – Tender No. P/2639/LBSITW/2024 dated: 19.06.2024 for the Supply of **Computer paper with logo** for LBS Institute of Technology for Women, Poojappura, Thiruvananthapuram.

Date and time of issuing of Tender forms	19.06.2024 , 10.30 am
Due date and time for receipt of Tender	18.07.2024 , 3.00 pm
Date and time for opening of	18.07.2024, 3.30 pm
Earnest money deposit	Rs. 2800/- (Two Hundred and Eighty only)
Tender fee	Rs. 590/-(Rupees Seven Hundred only)
Security Deposit	5% of the quoted Amount
Date up to which the rates are to be firm	Three months from the last date for submission of the Tender
Supply	Within 30 days on receipt of the supply order
Address of Officer from whom quotation forms are to be obtained and to whom quotation are to be sent	The Principal, LBS Institute of Technology for Women, Poojappura, Thiruvananthapuram -695 012.

Manufacturers/authorized distributors having credible experience can only participate in the quotation. The participating bidders are required to submit the offer for all items.

Quotationers are advised to study the Quotation document carefully. Submission of the quotation shall be deemed to have been done after careful study and examination of all instructions, forms, terms and required specifications in the quotation document with full understanding of its implications. Quotations not complying with all the given clauses in this quotation document are liable to be rejected.

Note:

1. The acceptance of the quotation will rest with the accepting authority and does not bind the accepting authority to accept the lowest bid or any quotation and reserve absolute right to accept or reject any quotation in full or in part or all quotations received; if no party is found suitable as per the requirement. Accepting authority reserve the right to fix the total quantity to be purchased which may change from the renderer quantity mentioned in this quotation document.
2. The Principal reserves the right to accept any quotation, and to cancel/abort the quotation process and reject all quotations at any time prior to award of contract, without thereby incurring any liability to the renderer, of any obligation to inform the affected agency of the grounds for Principal' action and without assigning any reason.
3. The quotation inviting authority reserves the right for seeking extension of offers from the successful renderer. Acceptance of such request offer is however optional to the renderer.
4. Incomplete offers will not be considered and will be rejected.
5. Make/brand of the battery should be mentioned on the tenders.
6. Buy back facility may be quoted at the same number of batteries at the same rating.
7. The Principal will not be responsible for any delays/on line technical issues related to online submission.
8. Quality and reliability of the product should be ensured. Non compliance of these parameters will lead to the rejection of the product.
9. Prices should be inclusive of all taxes.



Sd/-

Dr.Smithamol.M.B

PRINCIPAL,
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LBSITW Poojappura
LBS Institute of Technology for Women
Poojappura
Thiruvananthapuram-695012