

NOTICE INVITING TENDER

E-TENDER FOR THE SUPPLY OF TROLLEY BAG 2025-26

TENDER NO: KSFE/8827/TROLLEY BAG 2025-26

DATED: 14th JANUARY - 2026

e-Tenders are invited from reputed Manufacturers/Authorized Distributors/ Authorized Dealers for the supply of 10000 numbers of Trolley Bag as per our requirement and specification. The Companies / Firms which are blacklisted by the Govt./Public Sector Undertakings are not eligible for participating in this Tender. The Trolley Bag should be supplied as per the specification given by Kerala State Financial Enterprises Ltd. (KSFE). The successful bidder shall supply the entire items within **50 days** from the date of receipt of supply order of the Company at their own expense and responsibility of First or Second Floor of more than 720 distribution centres spread all over Kerala. **Prices quoted should be inclusive of GST and all taxes, transportation, loading, unloading and delivery charges at 720 or more distribution centres spread all over Kerala.** The Company has the liberty to cancel the entire order without any prejudice if any deviation is seen in the quality of the product and the company reserves the right to reject the item or to impose a FINE to the satisfaction of the company as the case may be. Tender forms can be down loaded from website **www.etenders.kerala.gov.in**.

| | | | |
|------------------------------------------|---|----------------|------------|
| Bid publishing date | : | 18.00 hours on | 14.01.2026 |
| Bid download & Bid submission start date | : | 18.30 hours on | 14.01.2026 |
| Bid submission end date | : | 18.00 hours on | 27.01.2026 |
| Date & time of opening of E- tender | : | 11.00 hours on | 29.01.2026 |

The Company reserves the right to accept /reject any tender without assigning any reason whatsoever.

Thrissur
14.01.2026

sd/-
MANAGING DIRECTOR

E-TENDER FOR THE SUPPLY OF TROLLEY BAG 2025-26

TENDER DOCUMENT

TENDER NO: KSFE/8827/TROLLEY BAG 2025-26

DATED: 14th JANUARY - 2026

The Kerala State Financial Enterprises Ltd.

(A Government of Kerala undertaking)

Regd. Office: "Bhadratha", Museum Road,

P.B.No: 510, Thrissur – 680 020, Ph: 0487-2332255,

CIN: U65923KL1969SGC002249

GSTIN No. 32AABCT3817A1Z0

Fax: 0487-2336232, E-mail: gad@ksfe.com

Web site: www.ksfe.com

TENDER NO: KSFE/8827/TROLLEY BAG 2025-26
DATED: 14th JANUARY – 2026 FOR THE SUPPLY OF TROLLEY BAG

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| | | |
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The Company reserves the right to accept /reject any tender without assigning any reason whatsoever.

Seal and signature of the bidder

To

The ASST.GENERAL MANAGER
(GENERAL ADMINISTRATION)
THE KERALA STATE FINANCIAL ENTERPRISES LTD
CORPORATE OFFICE "BHADRATHA", P.B. NO.510, MUSEUM ROAD,
THRISSUR – 680 020, KERALA.

Sir,

I/We hereby tender to supply, under the annexed general conditions of contract; the whole of the items referred to and described in the attached specification and schedule, or any portion thereof, as may be decided by Company, at the rates quoted against the item. The items will be delivered within the time and at the centres specified in the schedule.

I/We am/are remitting/have separately remitted the required amount of Rs.2,50,000/- as earnest money.

Yours faithfully,

Signature.....

Name.....

Address.....

.....

.....

Phone No.....

Fax No.....

Email

Date.....

I. INSTRUCTIONS TO BIDDERS

Introduction

The Kerala State Financial Enterprises Limited, popularly known as **KSFE** came into existence in 1969, as a Miscellaneous Non Banking Company (MNBC) owned by the Government of Kerala, started with the objective of providing an alternative to the private chit promoters with a view to socialize the chit fund business. The Company which started in a humble manner has now grown into an institution doing business worth over Rs.101K crores annually, employing over 9000 persons directly and over 5000 persons indirectly, with a network of over 684 branches. The main activities of this organisation are Chitties, Sugama savings, Loans and Fixed Deposits.

(A) GENERAL CONDITIONS

E- Tenders are invited for the supply of the Trolley Bags as specified in the schedule given below.

1. Bidders are advised to study the Tender Document and additional documents carefully. Submission of Tender shall be deemed to have been done after careful study and examination of the Tender Document with full understanding of its implications.
2. Tender forms can be obtained from web site www.etenders.kerala.gov.in. The cost of tender forms once paid will not be refunded. Further clarification/corrigendum in this regard, if any, will be put up only on the above site. Bidders should regularly visit the above web site to keep themselves updated.
3. The eligible bidders must have GST registration and the rates quoted must be inclusive of all taxes, GST, duties and cesses prevailing and likely to be levied in future by the State Govt. / Central Govt., in addition to transporation, loading unloading and delivery charges.
4. The bill must contain the GSTIN No. of KSFE is **32AABCT3817A1Z0** with address as follows : The Kerala State Financial Enterprises Ltd, Bhadratha, Museum Road, Chembukkavu, Thrissur – 680020, registered in Kerala.
5. Cost of tender form **Rs.29,500/- (Rupees Twenty Nine Thousand Five Hundred only)** and EMD of **Rs.2,50,000 (Rupees Two Lakh Fifty Thousand only)** (automatically refundable to ineligible vendors) being 1% of the total PAC may be remitted online through e-tender web site. The cost of tender form once paid will not be refunded.
6. If any bidder 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 Company or such action taken against him as Company think fit.
7. The final acceptance of the tenders rests entirely with the Company 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.
8. Communication of acceptance of the tender normally constitutes a concluded contract. Nevertheless, the successful bidder shall also execute an agreement, for the due fulfilment 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 charges and other expenses incidental to the execution of the agreement. Failure to execute the agreement within the period specified would entail the penalties set out in Para: (8) below.
 - (a) The successful tenderer shall, before signing the agreement and within the period specified in the letter of acceptance of his tender, deposit a sum equivalent to **5 % of the**

value of the contract as security for the satisfactory fulfilment of the contract which will be refunded after Three months of completion of contract.

(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 the loss, if any, caused to the Company shall thereby together with such sums as may be fixed by the Company towards damages, be recovered from the defaulting tenderer.

(c) Even in cases where no alternate purchases are arranged for the items not supplied, the proportionate portion of the security deposit based on the cost of the items not supplied at the rate shown in the tender of the defaulter shall be forfeited and balance alone shall be refunded.

(d) If the contractor fails to deliver all or any of the stores or goods or perform the service within the time/period (s) specified in the contract, the company shall without prejudice to its other remedies under the contract, deduct from the contract price as liquidated damages , a sum equivalent to **0.5% for every week of delay** of the total estimated cost of the contract price, subject to a maximum of 5% of the total estimated cost of the contracted price.

9. (a) In case the supplier fails to supply and deliver any of the said articles and things within the time provided for delivery of the same, or in case the supplier commits any breach of any of the covenants, stipulations and agreements herein contained, and on his part to be observed and, performed, then and in any such case, it shall be lawful for Company (if they shall think fit to do so) to arrange for the purchase of the said articles and things from elsewhere or on behalf of the Company by an order in writing under the hand of the Purchasing Officer put an end to this contract and in case the Company shall have incurred, sustained or been put to any costs, damages or expenses by reason of such purchase or by reason of this contract having been so put an end to or in case any difference in price, compensation, loss, costs, damages, expenses or other moneys shall then or any time during the continuance of this contract be payable by the contractor to the Company from and out of any moneys for the time being payable or owing to the contractor from the Company under or by virtue of this contract or other wise to pay and reimburse to the Company all such costs, damages and expenses they may have sustained, incurred or been put to by reason or the purchase made elsewhere or by reason of this contract having been so put an end to as aforesaid and also all such difference in price, compensation, loss costs, damages, expenses, and other moneys as shall for the time being be payable the contractor aforesaid.

(b) In case any difference or dispute arises in connection with the contract, all legal proceedings relating to the matter shall be instituted in the Court within whose jurisdiction the Purchasing Officer voluntarily decides.

10. The bidders will be informed by mail/sms about award of the contract. In addition, the bidders can see the award of the contract under "Tender Status" and also against results of the tender option in the web site www.etenders.kerala.gov.in

11. The bidder shall undertake to supply items according to the standard sample and specifications and should complete the supply within **50 days (Fifty days only) from the date of supply order and after the final proof approved by the company**

12. No representation for enhancement of rates once accepted will be considered.

13. Any attempt on the part of the tenderers or their agents to influence the Company/Stores Purchase Department in their favour by personal canvassing with the Officers concerned will disqualify the tenderers.

14. The successful bidder should also be prepared to supply additional TROLLEY Bag at the same rate , if Company demands.

15. Tenderers 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.
16. The prices quoted should be inclusive of GST and all taxes, duties, cesses, transportation, loading, and delivery charges at 720 or more distribution centres all over Kerala at KSFE offices 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.
17. Bad/unused/defective items will be returned for replacement.
18. The tenderer must have GST registration and the rates quoted must be inclusive of GST and all other taxes, duties and cesses prevailing and likely to be levied in future by the State Govt. / Central Govt.
19. No advance amount will be paid.
20. Trolley Bag should be customized as per the direction of the company – KSFE Logo and Year, as per the direction of the Company should be affixed on each trolley by the successful vendor/supplier/tenderer.
21. The successful bidder should deposit a sum equivalent to **5%** of the value of the contract as security for the satisfactory fulfilment of the contract. **Five percentage (5%)** of the value of the order in the form of Bank Guarantee/Demand Draft shall be furnished as Security Deposit by the successful bidder for proper fulfilment of the order. This will be returned within three months after the expiry of the agreement period .
22. Any deviation from the specification mentioned in this tender document including poor quality of work or material will attract imposition of penalty to the satisfaction of KSFE besides rejection of the item partly/entirely including forfeiture of security deposit ,blacklisting etc.
23. The successful bidder should also be prepared to supply additional Trolley Bag at the same rate approved by the company, if company requires during the period of contract.
24. Company reserves the rights to accept/reject any or all tenders.
25. The firm must have GST registration and bill must contain the GSTIN number of KSFE.
26. Those bidder who have quoted L1 rate will be invited for negotiation and the qualified L1 bidder after negotiation will be awarded the contract.
27. Those who are interested to comply with the terms and conditions stated in this Tender Documents need be applied/participated in this tender.
28. Special conditions, if any, of the bidders attached with the tenders will not be applicable to the contract unless they are expressly accepted in writing by the purchaser.
29. Supply should be started only after examining the specification as per the direction of the company.
30. Bid Prices:- Duly filled “ BOQ ” file should be uploaded in the e-tender website. The bidder shall indicate in the BOQ file the prices for the TROLLEY Bag and shall upload this filled up BOQ file in the e-tender website. No hard copies of BOQ file or Bid prices should be submitted to KSFE offices.
31. The soft copies of all the documents and additional documents should be uploaded in our e-tender website <http://etenders.kerala.gov.in> and the bidder should submit hard copies of all the above documents within two days after the closure of the tender.
32. **Preparation of Bids** :- Documents Comprising the Bids-Eligibility criteria. Pr-Qualification or Technical proposal shall contain the scanned copies of the following documents which every bidder has to upload:
 - 1.Sealed and signed copy of the Tender Document-1, Additional Document-1 and Notice Inviting Tender-1.

- 2.Brief Profile of the bidder in the letter head of the firm duly sealed and signed.
- 3.Documents to prove 5 years experience in the field.(Sealed and signed copy of Balance Sheet or Audited Financial Statements)
- 4.Proof of Bulk supply to Govt./Public Sector/Private Organizations/Banks during the last 5 years (Sealed and signed copy of supply order).
- 5.Sealed and signed copy of GST registration of the firm
- 6.Copy of PAN Card of the firm – sealed and signed
- 7.OEM Authorisation Certificate
- 8.Quality Assurance Certificate

33. The Company doesn't take any responsibility for any technical snag or failure that has taken place during document upload.
34. The successful bidder would be required to supply TROLLEY Bag as per the tender document. If required, KSFE may increase / decrease the quantity at the per unit rate quoted in this bid subject to a maximum of 25% of the projected requirement.
35. **Language of Bids** - The Bids prepared by the Bidder and all correspondence and documents relating to the bids exchanged by the Bidder and the Client, shall be written in the English language, provided that any printed literature furnished by the Bidder may be written in another language so long as accompanied by an English translation in which case, for purposes of interpretation of the bid, the English translation shall govern.
36. **Warranty** :- Replacement warranty for 3 year period
37. The Bidder should have capabilities to offer services and supply **through out Kerala**.
38. The bidder should have minimum **5 years of experience** in supply and service of TROLLEY Bag to reputed Organizations / Banks / Financial Institutions / Companies which are spread all over Kerala
39. The bidder should have a minimum turnover of **Rs.5 Crores per annum** in the last three previous years ending **31st March 2025**. **Audited Financial Statements** of last three years showing the annual turnover of the bidder over the preceding three financial years of the Company/Authorized Distributors/Authorized Dealers should be submitted along with the tender. Bidder should submit **Copy of Income tax returns** for the last three years ending 31.03.2025 with the Tender, as proof for turn over (Revenue).
40. Only manufacturers or authorized distributors or authorised dealers can participate in the tender. This is subject to verification if necessary.
41. An Undertaking to the effect that the bidder / firm has **not been black listed** by any PSU or any other Government agencies or restricted by any regulatory authorities from offering such services or solutions to the clients. The tender will be rejected straightway without assigning any reasons if the firm declared black listed by any Govt./Semi govt. department/agencies etc
42. **Earnest Money Deposit** : An Earnest Money Deposit (EMD) of **Rs.2,50,000 (Rupees Two Lakh Fifty Thousand only)** (automatically refundable to ineligible vendors) shall be furnished, by the bidder as part of its bid towards bid security. The EMD should be paid online while submitting the tender through the e tender site <http://etenders.kerala.gov.in> The EMD is required to protect KSFE against the risk of Bidder's conduct, which would warrant the security's forfeiture. Unsuccessful Bidder's EMD will be automatically refunded to their accounts after the award of the contract to the successful Bidder. The Successful Bidder's EMD will be discharged upon signing the Contract and furnishing the Performance Bank Guarantee/Demand Draft. No interest will be payable by KSFE on the amount of the EMD. The EMD may be forfeited: (a).If a bidder withdraws his bid or increases his quoted prices during the period of bid validity or its extended period, if any; or If the selected bidder fails to sign the Contract or to furnish Performance Bank Guarantee / Demand Draft security in

accordance with :- within 7 days of the receipt of notification of award from KSFE, the bidder shall furnish the performance bank guarantee security of **Five percentage (5%)** of the value of the order from any Nationalized Bank in accordance with the conditions of contract. **Failure of the bidder to comply with the requirement as stated above shall constitute sufficient grounds for the annulment of the award and forfeiture of the bid security, in which event KSFE may make the award to the other bidders or call for new bids.**

43. KSFE has the right to increase or decrease quantities after awarding the bid.
44. KSFE reserves the right to increase or decrease the quantity of TROLLEY Bag specified in the Schedule of Requirements without any change in unit prices or other terms and conditions within the contract period subject to a maximum of **25%** of the total requirement.
45. **Signing of Contract :- An agreement should be executed in the Kerala Stamp Paper worth Rs.500/-**
46. Performance Security :- Within 7 days after the receipt of notification of award of the contract from KSFE, the successful bidder shall furnish performance security to KSFE , which shall be equal to 5 percent (5 %) of the total bid price in the form of a bank guarantee bond / Demand Draft from a nationalized bank as per the norms laid by the RBI.
47. The rates quoted by the bidder and accepted by KSFE and incorporated in the contract agreement shall remain applicable during the period of the contract.
48. KSFE shall not be liable for payment of any interest on any bill outstanding for payment for any reasons, whatsoever.
49. All payments shall be made from the KSFE Head Office.
50. Applicable Tax Deductions (TDS), if any , as per relevant provisions of Finance Act from time to time, will be deducted at the time of releasing the payments.
51. The payments will be released through NEFT / RGTS and the Selected Bidder has to provide necessary Bank Details like Account No., Bank's Name with Branch, IFSC Code etc. only after completion of supply.
52. Original Receipt from the delivery centers should be produced at Head Office showing the details regarding number of supplied quantity, office seal and address of the collection centre all over Kerala for effecting payment along with original Tax Invoices.
53. KSFE shall make full payment only after the completed supply all over Kerala to the entire satisfaction of KSFE as per tender conditions and executed agreement.
54. Payment shall be made in Indian Rupees (INR) only.
55. Performance of services shall be within the norms specified in the Service Level Agreement (SLA) forming a part of the contract. In case contractor fails to meet the above standards of service, there will be a penalty as specified in the SLA.
56. **Termination for Insolvency and Convenience :-**KSFE may at any time terminate the contract by giving written notice to the contractor, without compensation to the contractor/supplier, if the contractor becomes bankrupt or otherwise insolvent, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to KSFE.
57. KSFE may by written notice sent to the contractor/supplier, terminate the contract, in whole or in part at any time of his convenience. The notice of termination shall specify that termination is for KSFE's convenience, the extent to which performance of work under the contract is terminated, and the date upon which such termination becomes effective.
58. **Arbitration :-** KSFE and the contractor shall make every effort to resolve amicably by direct informal negotiation, any disagreement or dispute, arising between them under or in connection with the contract. If, after seven (7) days from the commencement of such

informal negotiations, KSFE and the contractor have been unable to resolve amicably a contract dispute, either party may require that the dispute be referred for resolution to the formal mechanism specified below. In the case of a dispute or difference arising between KSFE and the contractor relating to any matter arising out of or connected with this contract, such dispute or difference shall be referred to the award of two arbitrators, one arbitrator to be nominated by KSFE and the other to be nominated by the contractor or in case of the said arbitrators not agreeing, then to the award of an umpire to be appointed by the arbitrators in writing before proceedings to the reference, and in case arbitrators cannot agree to the umpire, he may be nominated by the Arbitration Council of India/ Institution of Engineers, India. The award of the arbitrators, and in the event of their not agreeing, of the umpire appointed by them or by the Arbitration Council of India/ Institution of Engineers, India shall be final and binding on the parties. The Indian Arbitration Act, 1940, the rules there under and any statutory modification or re-enactments thereof made till the date of signing of contract, shall apply to the arbitration proceedings. The venue of arbitration shall be the place from where the contract is issued i.e. Jurisdiction of Kerala High Court.

- 59. The contract shall be interpreted in accordance with the Indian Laws.**
- 60. Notices :-** Any notice by one party to the other pursuant to the contract shall be sent in writing or by e-mail and confirmed in writing to the address specified for that purpose in the contract. A notice shall be effective when delivered or on the notice's effective date, whichever is later.
- 61. Prices :-** The prices quoted for the TROLLEY Bag shall be firm throughout the period of contract and valid for 180 days from the date of execution of agreement and shall not be subject to any escalation.
- 62. Deduction :-** Payments, as envisaged shall be subject to deductions (such as TDS) of any amount, for which the contractor is liable under the agreement against this tender.
- 63. Taxes and Duties :-** The contractor shall be entirely responsible for all taxes, duties,cess, license fees, local levies and demurrage charges etc., incurred until delivery of the contracted goods & services to KSFE. If there is any reduction in duties due to any reason whatsoever, after Notification of Award, the same shall be passed on to KSFE.
- 64. Insurance :-** All insurances (e.g. all risk insurance, third party insurance, transportation insurances, workmen's compensation insurance etc.) are the responsibility of the contractor. The TROLLEY Bag supplied under the contract shall be fully insured by the contractor against loss or damage incidental to manufacture or acquisition, transportation, storage, delivery etc. The insurance shall be obtained by the contractor naming KSFE as the beneficiary, in an amount equal to 100% of the invoiced value of the goods on "all risks" basis (including war risks and civil riots clauses). The period of insurance shall be up to the date the supplies are accepted and the rights of the property are transferred to KSFE.
- 65. No Claim Certificate :-** The contractor shall not be entitled to make any claim whatsoever against KSFE under or by virtue of or arising out of this contract, nor shall KSFE entertain or consider any such claim, if made by the contractor after he shall have signed a "No Claim" certificate in favour of KSFE in such forms as shall be required by KSFE after the complete supply are finally accepted.
- 66. Inspection, Testing and Certificate:-** The contractor guarantees that it shall complete the Supply within the time period mentioned in the contract and supply order/Purchase order. The contractor will dispatch the goods to assigned offices of KSFE, as intimated after internal inspection testing along with the Suppliers' inspection report, manufacturer's warranty certificate. KSFE or its representative shall have right to inspect and/or to test the Goods to confirm their conformity to the contract specifications at no extra cost to KSFE. The inspection of the goods shall be carried out to check whether the Goods are in

conformity with the technical specifications attached to purchase order form and shall be in line with the inspection/test procedures laid down in the Requirement Specifications and the General Conditions of contract. KSFE's right to inspect, test and, where necessary, reject the Goods after the Good's arrival at site shall in no way be limited or waived by the reason of goods having previously been inspected, tested and passed by KSFE or its representative prior to the goods shipment. KSFE can test the TROLLEY Bag after completion of the supply on, testing and commissioning at the site itself.

67. Set Off :-Any sum of money due and payable to the tenderer, including security deposit under this contract may be appropriated by the KSFE and adjusted against any claim of the KSFE for the payment of any sum of money arising out of this or any other contract made by the tenderer with the KSFE. The KSFE shall also can recover the amounts if any due to it as per the provisions of Revenue Recovery Act of Kerala / Indian Revenue Act.

68. Jurisdiction :- The Contract shall be interpreted in accordance with the laws of the Union of India & will be under the jurisdiction of courts at Thrissur.

69. Negotiation :- The KSFE reserves the right to conduct negotiations with the successful bidder, if necessary, before finalizing the contract. No tenderer shall have right to insist on negotiation or challenge the process of negotiation.

70. The payment will be effected within 30 days after the completion of entire supply and producing original Tax Invoices along with original delivery notes received from the distribution centres spread all over Kerala (with signature and office seal).

71. The Security Deposit i.e 5% of the value of the contract will be returned within three months after the expiry of the agreement period .

(B) PROFORMA FOR BIDS

Proforma -1 : Bid Letter (1) (Template)

Bidder's Proposal Reference No. & Date :

Bidder's Name & Address,email id :

Person to be contacted :

Designation :

Mobile No. :

To

**The Managing Director
Kerala State Financial Enterprises Limited (KSFE)
Reg. Office: "BHADRATHA"
Museum Road, P.B.No: 510
Thrissur-680 020**

Subject: Proposal for supply of TROLLEY Bag to KSFE :-

Reference: Tender No: KSFE/8827/TROLLEY BAG/2025-26, Dated 14th JANUARY 2025

Dear Sir,

1.0 We, the undersigned Bidders, having read and examined in detail the specifications and all bidding documents in respect of supply of TROLLEY Bag do hereby propose to provide TROLLEY Bag as specified in the bidding document/Tender Document.

Tender No: KSFE/8827/TROLLEY BAG/2025-26, Dated 14th JANUARY 2026

2.0 PRICE AND VALIDITY

2.1 All the prices mentioned in our proposal are in accordance with the terms as specified in bidding documents. All the prices and other terms and conditions of this proposal are valid for a period of 180 calendar days from the Date of opening of E-Tender

2.2 We do hereby confirm that our bid prices include all taxes and GST including Income Tax & Professional Tax.

2.3 We have studied the Clauses relating to Indian Income Tax and hereby declare that if any Income Tax, Surcharge on Income Tax and any other Corporate Tax is altered under the law, we shall pay the same.

3.0 EARNEST MONEY

The bidder should remit the required earnest money through e-payment. It is liable to be forfeited in accordance with the provisions of tender document.

4.0 BID PRICING

We further declare that the prices stated in our proposal are in accordance with your terms & conditions in the bidding document.

5.0 QUALIFYING DATA

We confirm having submitted in qualifying data as required by you in your tender document. In case you require any further information/ documentary proof in this regard before evaluation of our bid, we agree to furnish the same in time to your satisfaction.

6.0 CONTRACT PERFORMANCE SECURITY

We hereby declare that in case the contract is awarded to us, we shall submit the performance Guarantee Bond in the form of Bank Guarantee / Demand Draft as per terms of tender document.

7.0 We hereby declare that our proposal is made in good faith, without collusion or fraud and the information contained in the proposal is true and correct to the best of our knowledge & belief.

8.0 We understand that you are not bound to accept the lowest or any bid you may receive.

Thanking you,

Yours faithfully,

Signature of Bidder (with official seal)

Date _____

Name _____

Designation _____

Address _____

Telephone _____

Mobile No: _____

E-mail address _____

Proforma –2.Warranty

We warrant that all the TROLLEY Bag supplied under the contract is newly manufactured. We further warrant that the TROLLEY Bag supplied under this contract shall have no defect arising from design, materials or workmanship (except insofar as the design or material is required by KSFE's specifications) or from our any act or omission, that may develop under normal use of the supplied items.

We warrant that the services provided under the contract shall be as per our Service Level Agreement with KSFE and maintain all the items for one year during the Warranty period.

The warranty should be three years from the date of the delivery of item.

Witness

Signature
Name
Designation
Mobile No:
Telephone
Address
Company
E-mail
Date

Bidder

Signature
Name
Designation
Mobile No:
Telephone
Address
Company
E-mail
Date

Company Seal

Note: This warranty should be given on the letterhead of the Bidder.

Proforma 3 :- Bid Letter (2) (Template)

Date: dd/mm/yyyy

To,
The Managing Director
Kerala State Financial Enterprises Limited (KSFE)
Corporate Office: "BHADRATHA"
Museum Road, Chembukav,
Thrissur-680 020

Reference: Tender No: KSFE/8827/TROLLEY BAG/2025-26, Dated 14th JANUARY 2025

Sir,

We hereby declare:

That we are Manufacturers/Authorised Distributors/Authorized Dealers quoted in the attached Tender Document/ Bid.

We hereby offer to supply the TROLLEY Bag and related services at the prices and rates mentioned in the bid. We do hereby undertake that, in the event of acceptance of our bid, the supply of TROLLEY Bag and related services shall be made as stipulated in the schedule of delivery as directed by KSFE. We affirm that the prices quoted are inclusive of delivery, transportation, loading, unloading, freight and all taxes including GST, cess, levies etc to be imposed by the state/central govt. from time to time.

We have uploaded the BOQ file in our e-tender website <https://etenders.kerala.gov.in>. We agree to abide by our offer for a period of 180 days from the Date of opening of E-tender prescribed by KSFE / from the date of execution of agreement and that we shall remain bound by a communication of acceptance within that time.

We have carefully read and understood the terms and conditions of the tender and the conditions of the contract applicable to the tender. We do hereby undertake to supply as per these terms and conditions. There are no deviations from the requirement specifications of tendered items and schedule of requirements. There are no deviations from the terms and conditions of the tender.

We hereby certify that the Bidder is a Manufacturers/Authorised Distributors/Authorized Dealers and the person signing the tender is the constituted attorney. We do hereby undertake, that, until a formal contract is prepared and executed, this bid, together with your written acceptance thereof and notification of award of contract, shall constitute a binding contract between us.

Signature of Bidder (with official seal)

Date

Name

Designation

Address

Mobile No.

E-mail address

Seal and signature of the bidder

Note: This Bidder Letter should be given on the letterhead of the Bidder.

(C) SPECIFICATION OF TROLLEY BAG

| | |
|------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Size & Capacity | : Category: Medium Check-in Trolley Bag The size (Dimensions) of the trolley bag should not be less than 47Lx68Hx27W Capacity / Volume: ~63–65 L |
| Materials & Build | : Body Material: Polypropylene (PP) or polycarbonate blends — impact-resistant & lightweight. Anti scratch and body strengthening strips (30~40) from zip to zip |

| | |
|-------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Mobility & Handles | : Wheels: 8 wheels (4 × 360° spinner wheels or dual wheels) for smooth multidirectional rolling. Telescopic Trolley Handle: Adjustable multi-stage aluminium or steel with ergonomic grip. Additional Handles: Top and side padded carry handles for lifting. |
| Security Features | : Lock System: The trolley bag should have Fixed combination of 3 digit number lock system Zippers: High-quality multi-point dual anti-theft zippers with no10 size for main compartment and size no5 for others Runners: high quality dual zipper pullers |
| Interior Organisation | : Packing Straps: Cross compression straps for securing contents. Compartment Dividers: Zippered mesh dividers or panels. Additional Pockets: Inner sleeve must contain service zip for service requirements |
| Weights | : Approximate empty weights : Less than 3 Kgs |
| Performance & Durability | : Scratch & Impact Resistance: Mobility: Spinner wheels designed for smooth movement in busy terminals and streets. |
| Warranty | : Must have a 3-year global warranty with authorized service centres available in 50+ Countries |

sd/-

MANAGING DIRECTOR

Thrissur

14.01.2026

ADDITIONAL DOCUMENT-1

E-TENDER FOR THE SUPPLY OF TROLLEY BAG 2025-26

TENDER NO: KSFE/8827/TROLLEY BAG 2025-26

DATED: 14th JANUARY - 2026

General Tender Terms & Conditions for e-Procurement

This tender is an e-Tender and is being published online for the supply of Trolley bags for KSFE. The tender is invited in **02** cover system from the registered and eligible firms through e-procurement portal of Government of Kerala (<https://www.etenders.kerala.gov.in>). Prospective bidders willing to participate in this tender shall necessarily register themselves with above mentioned e-procurement portal.

The tender timeline is available in the critical date section of this tender published in www.etenders.kerala.gov.in.

A). Online Bidder registration process:

Bidders should have a Class II or above Digital Signature Certificate (DSC) to be procured from any Registration Authorities (RA) under the Certifying Agency of India. Details of RAs will be available on www.cca.gov.in. Once, the DSC is obtained, bidders have to register on www.etenders.kerala.gov.in website for participating in this tender. Website registration is a one-time process without any registration fees. However, bidders have to procure DSC at their own cost.

Bidders may contact e-Procurement support desk of Kerala State IT Mission over telephone at 0471-2577088/188/388 or via email: helptender@gmail.com / etendershelp@kerala.gov.in for assistance in this regard.

B). Online Tender Process:

The tender process shall consist of the following stages:

- i. **Downloading of tender document:** Tender document will be available for free download on www.etenders.kerala.gov.in. However, tender document fees shall be payable at the time of bid submission as stipulated in this tender document.
- ii. **Pre-bid meeting: No**

- iii. **Publishing of Corrigendum:** All corrigenda shall be published on www.etenders.kerala.gov.in and shall not be available elsewhere.
- iv. **Bid submission:** Bidders have to submit their bids along with supporting documents to support their eligibility, as required in this tender document on www.etenders.kerala.gov.in. Manual submission of bids will not be accepted under any circumstances.
- v. In case bidder encounters any technical issues pertaining to e-Procurement system while acting on the tender, computer screen shot of the error message with date & time stamp on the web-browser along with the query shall be e-mailed by the bidder to the help desk (helptender@gmail.com/ etendershelp@kerala.gov.in), for resolution of the problem. At the same time, problem must be intimated to the concerned Tender Inviting Authority via email.
- vi. The time taken to ascertain, evaluate and suggest a solution for the problem reported by bidder may vary from case to case. Hence bidders are advised to submit the bid **at least 2 working days before the due date** and time of bid submission to avoid any last-minute issues that may come up.
- vii. **Opening of Technical Bid and Bidder short-listing:** The technical bids will be opened, evaluated and shortlisted as per the eligibility and technical qualifications. All documents in support of technical qualifications shall be submitted (online). Failure to submit the documents online will attract disqualification. Bids shortlisted by this process will be taken up for opening the financial bid.
- viii. **Opening of Financial Bids:** Bids of the qualified bidder's shall only be considered for opening and evaluation of the financial bid on the date and time mentioned in critical date's section.

C). Documents Comprising Bid:

(i). The First Stage (Pre-Qualification or Technical Cover based on 1cover or2 cover tender system):

Pre-Qualification or Technical proposal shall contain the scanned copies of the following documents which every bidder has to upload:

- 1.Sealed and signed copy of the Tender Document-1, Additional Document-1 and Notice Inviting Tender-1.
- 2.Brief Profile of the bidder in the letter head of the firm duly sealed and signed.
- 3.Documents to prove 5 years experience in the field.(Sealed and signed copy of Balance Sheet or Audited Financial Statements)
- 4.Proof of Bulk supply to Govt./Public Sector/Private Organizations/Banks during the last 5 years (Sealed and signed copy of supply order).
- 5.Sealed and signed copy of GST registration of the firm

- 6.Copy of **PAN** Card of the firm – sealed and signed
- 7.OEM Authorisation CertificateQuality Assurance Certificate
- 8.Quality Assurance Certificate

The department doesn't take any responsibility for any technical snag or failure that has taken place during document upload.

(ii). The Second Stage (*Financial Cover or as per tender cover system*):

The Bidder shall complete the Price bid as per format given for download along with this tender.

Note: The blank price bid should be downloaded and saved on bidder's computer without changing file-name otherwise price bid will not get uploaded. The bidder should fill in the details in the same file and upload the same back to the website.

Fixed price: Prices quoted by the Bidder shall be fixed during the bidder's performance of the contract and not subject to variation on any account. A bid submitted with an adjustable/ variable price quotation will be treated as non - responsive and rejected.

D). Tender Document Fees and Earnest Money Deposit (EMD)

The Bidder shall pay, a tender document fees of **Rs.29500/- (Rupees Twenty Nine Thousand Five Hundred Only) and EMD of Rs. Rs.2,50,000/- (Rupees Two Lakh Fifty Thousand Only)** . The EMD is required to protect the purchaser against risk of Bidder's conduct, which would warrant the forfeiture of security.

Online Payment modes: The tender document fees and EMD can be paid in the following manner through e-Payment facility provided by the e-Procurement system

State Bank of India Multi Option Payment System (SBI MOPS Gateway): Bidders are required to avail Internet Banking Facility in any of below banks for making tender remittances in eProcurement System.

| | |
|---------------------------------------------|--|
| A) Internet Banking Options (Retail) | |
|---------------------------------------------|--|

| | | | |
|---|------------------------------------|----|--------------------------------------------------|
| 1 | Allahabad Bank | 32 | Kotak Mahindra Bank |
| 2 | Axis Bank | 33 | Lakshmi Vilas Bank |
| 3 | Andhra Bank | 34 | Mehsana Urban Co-op Bank |
| 4 | Bandhan Bank | 35 | NKGSB Co-operative Bank |
| 5 | Bank of Bahrain and Kuwait | 36 | Oriental Bank of Commerce |
| 6 | Bank of Baroda | 37 | Punjab and Maharashtra Cooperative Bank |
| 7 | Bank of India | 38 | Punjab National Bank |
| 8 | Bank of Maharashtra | 39 | Punjab and Sind Bank |
| 9 | Bassein Catholic Co-operative Bank | 40 | RBL Bank |
| 1 | | | |
| 0 | BNP Paribas | 41 | Saraswat Cooperative Bank |
| 1 | | | |
| 1 | Canara Bank | 42 | ShamraoVithal Cooperative Bank |
| 1 | | | |
| 2 | Catholic Syrian Bank | 43 | South Indian Bank |
| 1 | | | |
| 3 | Central Bank of India | 44 | Standard Chartered Bank |
| 1 | | | |
| 4 | City Union Bank | 45 | State Bank of India |
| 1 | | | |
| 5 | Corporation Bank | 46 | Syndicate Bank |
| 1 | | | |
| 6 | Cosmos Bank | 47 | Tamilnad Mercantile Bank |
| 1 | | | |
| 7 | DCB Bank | 48 | Tamilnadu Cooperative Bank |
| 1 | | | |
| 8 | Dena Bank | 49 | The Kalyan Janata Sahakari Bank |
| 1 | | | |
| 9 | Deutsche Bank | 50 | TJSB Bank (Erstwhile Thane Janata Sahakari Bank) |
| 2 | | | |
| 0 | Dhanalaxmi Bank | 51 | UCO Bank |
| 2 | | | |
| 1 | Federal Bank | 52 | Union Bank of India |
| 2 | | | |
| 2 | HDFC Bank | 53 | United Bank of India |
| 2 | | | |
| 3 | ICICI Bank | 54 | Vijaya Bank |
| 2 | | | |
| 4 | IDBI Bank | 55 | YES Bank |
| 2 | | | |
| 5 | Indian Bank | | |
| 2 | | | |
| 6 | Indian Overseas Bank | | |
| 2 | | | |
| 7 | IndusInd Bank | | |
| 2 | | | |
| 8 | Jammu & Kashmir Bank | | |
| 2 | | | |
| 9 | Janata Sahakari Bank | | |

| | | | |
|------------------------------------------------|-------------------------|----|----------------------------------|
| 3 | | | |
| 0 | Karnataka Bank | | |
| 3 | | | |
| 1 | Karur Vysya Bank | | |
| B) Internet Banking Options (Corporate) | | | |
| 1 | Bank of Baroda | 21 | Laxmi Vilas Bank |
| 2 | Bank of India | 22 | Oriental Bank of Commerce |
| 3 | Bank of Maharashtra | 23 | Punjab & Maharashtra Coop Bank |
| 4 | BNP Paribas | 24 | Punjab & Sind Bank |
| 5 | Canara Bank | 25 | Punjab National Bank |
| 6 | Catholic Syrian Bank | 26 | RBL Bank |
| 7 | City Union Bank | 27 | ShamraoVitthal Co-operative Bank |
| 8 | Corporation Bank | 28 | South Indian Bank |
| 9 | Cosmos Bank | 29 | State Bank of India |
| 1 | | | |
| 0 | Deutsche Bank | 30 | Syndicate Bank |
| 1 | | | |
| 1 | Development Credit Bank | 31 | UCO Bank |
| 1 | | | |
| 2 | Dhanalaxmi Bank | 32 | Union Bank of India |
| 1 | | | |
| 3 | Federal Bank | 33 | UPPCL |
| 1 | | | |
| 4 | HDFC Bank | 34 | Vijaya Bank |
| 1 | | | |
| 5 | ICICI Bank | 35 | Axis Bank |
| 1 | | | |
| 6 | Indian Overseas Bank | | |
| 1 | | | |
| 7 | Janta Sahakari Bank | | |
| 1 | | | |
| 8 | Jammu & Kashmir Bank | | |
| 1 | | | |
| 9 | Karur Vysya Bank | | |
| 2 | | | |
| 0 | Kotak Bank | | |

During the online bid submission process, bidder shall select **SBI MOPS** option and submit the page, to view the **Terms and Conditions** page. On further submitting the same, the e-Procurement system will re-direct the bidder to MOPS Gateway, where two options namely **SBI** and **Other Banks*** will be shown. Here, Bidder may proceed as per below:

- a) SBI Account Holders shall click **SBI** option to with its Net Banking Facility., where bidder can enter their internet banking credentials and transfer the Tender Fee and EMD amount.

b) Other Bank Account Holders may click **Other Banks** option to view the bank selection page. Here, bidders can select from any of the 54 Banks to proceed with its Net Banking Facility, for remitting tender payments.

**Transaction Charges for Other Banks vide SBI Letter No. LHO/TVM/AC/2016-17/47 – 1% of transaction value subject to a minimum of Rs. 50/- and maximum of Rs. 150/-*

** Bidders who are using Other Banks option under SBI MOPS Payment Gateway, are advised by SBI to make online payment 72 hours in advance before tender closing time.*

Any transaction charges levied while using any of the above modes of online payment has to be borne by the bidder. The supplier/contractor's bid will be evaluated only if payment status against bidder is showing “**Success**” during bid opening.

E). SUBMISSION PROCESS:

For submission of bids, all interested bidders have to register online as explained above in this document. After registration, bidders shall submit their Technical bid and Financial bid online on www.etenders.kerala.gov.in along with online payment of tender document fees and EMD.

It is necessary to click on “Freeze bid” link/ icon to complete the process of bid submission otherwise the bid will not get submitted online and the same shall not be available for viewing/ opening during bid opening process.