

**UNIVERSITY OF CALICUT
DEPARTMENT OF BOTANY**

11528/BOTSO/2017/Admn

Calicut University PO 08.03.2018

RETENDER NOTICE

Sealed superscribed competitive tenders [2 bid system] are invited by the Head, Department of Botany, University of Calicut for the purchase of Herbarium White Mount boards, White Species Covers, Grey Genus Covers and White blotting papers for the Department of Botany. Details of quotations, specifications of equipment, terms and conditions, General conditions are listed below.

Tender No	11528/BOTSO/2017/Admn
Department	Department of Botany
Name of Item	Herbarium White Mount boards, White species Covers, Grey Genus Covers and White blotting papers
Last date and time for the receipt of the tender	18.03.2018 4 pm
Date and time for opening the tender	22.03.2018 11 am
Designation and address of the officer to whom the tender to be adressed	Head, Department of Botany, University of Calicut, Calicut University Po, Malappuram 673635, Phone 04942407407
Date upto which rates are to be firm	6 months
Superscription	Tender for the supply of Herbarium White Mount boards, White species Covers, Grey Genus Covers and White blotting papers. Tender No 11528/BOTSO/2018/Admn

Specifications:-

Item	Measurement	Quantity
1. Herbarium White Mount Boards	28x 42 cm	16 Ream
2. White Species Boards	45.5x58.5 cm	10 ream
3. Grey Genus Covers	45x63 cm	2 ream
4. White blotting papers	45x58.5 cm	1 ream

Terms and conditions

- 1) The bidder should mention the make and model number.
- 2) The bidder should attach the technical data sheet of the product being quoted.
- 5] Minimum of one year warranty compulsory

General conditions:-

1. The tender form can be downloaded from the university website [www.universityofcalicut.info] for which separate demand drafts should be enclosed.
2. The first part [technical bid] is to contain the relevant technical specifications and allied commercial data as required in terms of the tender enquiry documents and the second part [financial bid] should contain only the price quotation. The technical bid and the financial bid should be sealed by the tenderer in separate covers duly superscribed and both these covers are to be put in a bigger cover which should also be sealed and superscribed.
3. Sealed tenders with cost of tender form Rs 448/- and EMD for Rs 2000/- separately drawn in favour of the Finance Officer, University of Calicut should be submitted to the Head of the Department, Department of Botany. The Demand drafts of tender cost & EMD should be enclosed with technical bid.
4. The bidder should have GST registration and the copy of the certificate in this regard shall invariably be attached with the tender documents. The rate quoted should be inclusive of all charges including taxes, installation charges, freight and delivery charges, etc if any. The base rate, GST and other charges if any should be shown separately in the tender.
5. The equipment shall be delivered within 10 days after receiving the supply order.
6. The tenders received late will be rejected without further notice. The firms which have been blacklisted already are not eligible to apply.
7. All Kerala Government rules related will be applicable to the tender.