

SUPPLY OF PLANNER FOR 2019 – TENDER FORM

Kerala Transport Development Finance Corporation Ltd (KTDFC), level 8 (6th floor), Trans Towers, Vazhuthacaud, Thiruvananthapuram-695014, Ph: 0471-2326883, a Government of Kerala Undertaking, desires to purchase Planners for the Year 2019. The terms, conditions and specifications are given below.

Specifications:

1. Number of Planners to be supplied : **1000** (One thousand only)
2. Size : 23cm (L) X 17.50 cm (W) Approximately, Two days per page (Saturday & Sunday clubbed),with usual preliminary pages
3. Glossy Paper -2 Sheets (130 GSM- With multi colour printing about KTDFC on both sides).
4. 8 Additional Preliminary pages to be printed in single colour about the details of schemes and other details
5. Front cover should be embossed with year & Logo of KTDFC in multi colour.
6. Quality of inner paper : 70 GSM NS Maplitho.
7. Hard bound Excel Type Cover – Above 1.00 mm thickness.
8. Bible binding.
9. Page marker.

Other Terms & Conditions:

1. Last date and time for submission of tender: On or before 1 pm on 23/11/2018
2. Date of opening of tenders : 3 pm on 23/11/2018 at the Head Office of KTDFC.

3. Date of delivery : Within 15 days from the date of issue of work order and approval of proof.
4. Payment: Within in 7 days after successfully completing the delivery.
5. Earnest Money Deposit : Rs. 2,000/- (By way of cash / DD favouring KTDFC Ltd). There is no application fee.
6. Duly filled tender form with the quote and original cash receipt evidencing the remittance of EMD by cash in KTDFC / original DD favouring KTDFC in a sealed envelope with the superscription " Tender for Supply of Planners – 2019" shall reach KTDFC in the address **“The Managing Director, Kerala Transport Development Finance Corporation Ltd (KTDFC), 6th Floor, Trans Towers, Vazhuthacaud, Thiruvananthapuram – 695 014, Ph: 0471-2326883”**, on or before the stipulated time period, either by hand or Courier/post. KTDFC shall not be responsible for any delay in the matter occurred for any reason whatsoever.
7. The EMD of unsuccessful tenderers will be returned to the concerned tenderers within one week, except that of the second highest offered tenderer, which will be returned after the completion of contract. There shall be a Security Deposit of Rs.2000/- for ensuring the due performance of the contract. The EMD of the successful tenderer will be adjusted towards Security Deposit and the same will be released after the successful delivery of the Planners. If the selected tenderer withdraws from the offer or fails to deliver the Planners to the satisfaction of KTDFC, its/his/her EMD/Security Deposit shall be forfeited.
8. The tenderers shall submit a sample Planner along with the tender form.
9. The successful tenderer shall deliver the agreed number of Planners complying the stipulated specifications at the Head Office of KTDFC at their own cost and

expenses, within the stipulated time period.

10. The amount quoted shall be inclusive of all taxes, whether or not the responsibility for the payment of the same is bestowed upon KTDFC or the tenderer.

The lowest rate for the Planner (inclusive of all taxes) shall be quoted below with signature of authorised signatory, address and phone number. The duly filled and signed Tender in a sealed envelope with the superscription “Tender for Supply of Planners – 2019” shall reach KTDFC within the prescribed time period:

Rate for One Planner	:
Name of the firm/individual	:
Phone No	:
Details of EMD	:
PAN	:

Signature with date :

Name & Address :

Sd/-

Managing Director