

# Gramalakshmi Mudralayam

(Controlled by the Govt. of Kerala)  
A unit of Kerala Rural Employment & Welfare Society  
Kanjikode West P.O., Palakkad - 678 623

TIN No : 32010843442

CST No : 32010343442 C

Email: [glm.kjd@gmail.com](mailto:glm.kjd@gmail.com)

Office - :0491 -2566253

General Manager -:0491 - 2566053

Sales Store - :0491 -2006012

GLM/D/118/20

Dt: 21/08/2020

## Limited Tender Notice

Limited Tenders are invited from Manufacturing/Authorised dealers for the supply of Wire Stitching Machine for Gramalakshmi Mudralayam, Kanjikkode, Palakkad, Kerala State.

### Schedule of item

Estimated Cost – Rs.1,75,000/-

Wire Stitching Machine (Single Head) 32 mm Heavy Duty – 1 Number

### Specification

- |                                 |   |   |
|---------------------------------|---|---|
| 1. Size                         | - | 32 mm                                   |
| 2. Stitching Speed              | - | 150 Stitches per minute                 |
| 3. Stitching Capacity           | - | 0.1mm to 32 mm (2 sheets to 325 sheets) |
| 4. Wire Gauge                   | - | 24 SWG to 18 SWG (Round)                |
| 5. Motor                        | - | 1 HP Single Phase                       |
| Saddle and side stitch facility |   |   |

### Tender Conditions

1. Last Date & time for submission of tender/bid : 04-09-2020 2.00 pm
2. Date & time of opening tender/bid : 04-09-2020 3.00 pm
3. Each Tenderer shall remit Rs.1,750/-as Earnest Money Deposit.
4. All Tenders/bids shall be accepted through Courier/By post/By hand.
5. The tenders/bids shall be opened at the O/o the General Manager, Gramalakshmi Mudralayam, Kanjikkode on the prescribed date and time.
6. Tenders/bids must be quoted in English language only.
7. Supply should be completed within 10-20 days from the date of Supply Order.
8. Tenders/bids are to be accompanied with a preliminary agreement executed on Kerala Stamp Paper worth Rs.200/-.

9. All rules and regulations of the Tender/bid shall be in accordance with the **Store Purchase Manual** of the Govt. of Kerala.
10. The successful tenderer will have to execute agreement deed in the prescribed format on Kerala Stamp Paper worth **Rs.200/-** for the due fulfillment of the contract after depositing 5% of the contract value as Security Deposit.
11. The undersigned has every right to amend/cancel the full or part of this Tender Notice.
12. All disputes are subject to jurisdiction on courts only at Palakkad.
13. The rates and conditions of supply should be made clearly in respect of the item.
14. The work includes supply, delivery to the site installation, erection and satisfactory commissioning.
15. All the technical specifications should be mentioned clearly by the tenderer.
16. Machine should be manufactured by ISO/ISI certified and reputed Indian/International Company.
17. Machine should be supplied by the Original Manufacturer of the Machine or their authorized agent, proof of which should be submitted along with the tender.
18. The tenderer may also produce documentary evidence in proof of his experience in supplying the machine including the following :
  - a) List of Supplies to Governments/Private institutions made by the firm
  - b) Copy of purchase orders from State/Central Government Organisations and other institutions or firms.
  - c) Performance Certificate from reputed customers.
19. Rates quoted should be inclusive of all taxes/charges for delivery at destination inclusive of loading, unloading, transportation and erection charges.
20. Guaranty Period for the machine should be specified.
21. The successful tenderer is liable for proper installation and commissioning of the machine to the satisfaction of the Gramalakshmi Mudralayam.
22. Catalogues/Operation manuals with all technical details should be supplied along with the machine.
23. Demonstration of the working of the machine should be arranged at the cost of the successful tenderer, if required.
24. Supervisors/operators of Gramalakshmi Mudralayam should be given sufficient training free of cost by the manufacturer.
25. Required accessories/spares/tools for installation should be supplied by the successful tenderer without any additional cost.
26. AMC (on the elapse of warranty period) rates should be quoted year-wise in the tender for a minimum of 5 years.

27. The successful tenderer should visit the installation site of the machine and intimate in advance, in case of any pre-installation requirements.
28. Availability of service in Kerala should be Specified.
29. Rate quoted shall be valid for a Minimum period of 3 months.
30. Payment Conditions:- 90% of the total cost will be paid after satisfactory installation of the machine and the balance 10% will be released only after the production satisfactorily proven out.
31. The Purchaser have the right to cancel the supply order at any time without assigning any reason.
32. Preference will be given to the firms having a registered office in Kerala to carryout after sales service.



  
Benny Joseph  
~~General Manager~~  
(DEPUTY DIRECTOR OF PANCHAYATS)  
GRAMALAKSHMI MUDRALAYAM  
KANJIKODE WEST, PALAKKAD

**GRAMALAKSHMI MUDRALAYAM**

**KANJIKODE WEST P.O, PALAKKAD DIST**

(Controlled by the Department of Panchayats, Government of Kerala)

Phone: 2566253, 2566053 Fax No.2566053

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Estimated Cost : 1,75,000/- + GST

File No : GLM/D/118/2020

Last date for submitting tender:

04.09.2020, 2 PM

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**LIMITED TENDER FORM**

**TENDER DOCUMENT FOR SUPPLY OF WIRE STITCHING MACHINE**

Issued to :- M/s .....

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(To be filled in by the Tenderer)

Name & Address of Tenderer (capital) .....

.....

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Contact No : E-mail Id :

EMD Amount (Cash/D.D).....

D/D No. ....Date.....

Name of Bank.....

Branch.....

Cash Receipt No. & Date.....

**Signature of Tenderer**

To

**The General Manager,**  
Gramalakshmi Mudralayam  
Kanjikode West PO , Palakkad

Sir,

Sub:- Submitting Tender for the supply of Wire Stitching Machine- reg;

Ref:- Tender Notice No.GLM/D/118/2020, dated 21.08.2020.

In response to your notification inviting tenders for supply of Wire Stitching Machine, I do hereby submit my tender for the same. I agree to supply the Wire Stitching Machine subject to the conditions and specifications detailed in schedule II and the rate quoted by me in the schedule III. Demand Draft/ Cash Receipt for Rs.....Bearing No..... date.....is attached herewith being 1% of the total amount quoted towards E.M.D

Yours faithfully,

**(Signature of the Tenderer)**

Name & Address of tenderer

.....  
.....

Contact No .....

Place :

Date :

Stamp: 21.08.2020  
GRAMALAKSHMI MUDRALAYAM  
KANJIKODE WEST PO, PALAKKAD

**Supply of Wire Stitching Machine (Single Head) 32 mm Heavy Duty**

**Specifications**

- |   |   |   |
|---|---|---|
| 1. Size                                     | - | 32 mm                                   |
| 2. Stitching Speed                          | - | 150 Stitches per minute                 |
| 3. Stitching Capacity                       | - | 0.1mm to 32 mm (2 sheets to 325 sheets) |
| 4. Wire Gauge                               | - | 24 SWG to 18 SWG (Round)                |
| 5. Motor<br>Saddle and side stitch facility | - | 1 HP Single Phase                       |

**Tender Schedule III**

Issued to:

(Address)

**Supply of Wire Stitching Machine (Single Head) 32 mm Heavy Duty**

Sl No	Specifications	Rate including all taxes , Freight & Installation
1	Size	
2	Stitching Speed	
3	Stitching Capacity	
4	Wire Guage	
5	Motor	
6	Saddle and side stitch facility	
	TOTAL	

Place:

Date :

Signature of the Tenderer

Address:

**Other Details**

Sl No	Details	Specify
1	Name of Company/Manufacturer	
2	Whether tenderer is original manufacturer/authorized agent	
3	Whether list of suppliers made to Govt./Private institutions attached	
4	Whether performance certificate from reputed customers attached	
5	Warranty period of the machine	
6	AMC rates for 5 Years, after warranty period	
7	Pre-installation requirements	
8	Availability of service centres in kerala, with Contact Number	
9	Whether firm/tenderer has aregistered office in kerala to carry out after sales service	

Place:

Date :

Signature of the Tenderer

Address: