



STATE INSTITUTE OF HOSPITALITY MANAGEMENT, Varakkal beach West Hill , Kozhikode -
673005

INVITATION TO TENDER

TENDER No: DOT/SIHM/2022-23/1	04.05.2022
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LIMITED TENDER FOR THE SUPPLY OF DUAL DESKS

Tenders (in prescribed format) are invited from accredited Kerala Government agencies/Firms for the SUPPLY OF DUAL DESKS as per the details mentioned below in the Schedule-I for the State Institute of Hospitality Management (SIHM), Varakkal beach , West Hill , Kozhikode -673005.

Tender Critical Date Sheet

Tender Publishing Date & Time	04.05.2022
Bid document download start date and time	04.05.2022 , 2 PM
Clarification start date and time	04.05.2022
Clarification end date and time	20.05.2022 , 2PM
Bid Submission Start Date & Time	04.05.2022 2PM
Bid Submission Closing Date & Time	20.05.2022, 3.00 PM
Bid Opening Date & Time	20.05.2022, 3.30 PM

Cost of tender Document: NIL for Kerala Government accredited Agencies /Firms.

For details visit www.sihmkerala.com

Principal

SCHEDULE –I

The completed tender document containing general terms and conditions are available on website www.sihmkerala.com and can be downloaded free of cost.

1. SUBMISSION OF TENDER: -

- TENDERS SHOULD BE SENT IN A SEALED ENVELOPE. THE ENVELOPE SHOULD BE SUPERSCRIBED WITH **TENDER NUMBER AND DUE DATE**;
- Tenders shall be addressed to the Principal , State Institute of Hospitality Management , West Hill , Kozhikode -673005.
- The Bids should be signed by the authorised person and his full name, designation, contact no. viz., Telephone/Mobile no. should be indicated below his/her signature and a proof of identity should be submitted along with the bid.
- The tenderers may at their discretion send the tenders by Speed post, but under no circumstances postal and transit delays shall be condoned in reckoning the tenders for consideration. Tenders received after the due date shall be rejected.
- The tenders shall be opened on due date at **15.30 Hrs.** in presence of **tenderers or their** authorized representatives if present.
- In the event of the date of opening being declared as closed holiday for the Institute, the next working day will be the opening day for tenders.
- Email offers are liable to be ignored.

2. VALIDITY OF TENDERS: -

2.1 The tenders shall remain open for acceptance for a period of 45 days of opening of tenders or till such period up to which the extension of validity is agreed to mutually. This may please be stipulated clearly in the quotation.

- All tenders without proper specifications and samples where required, are liable to be rejected. It shall be in the interest of the tenderers that the offer is made in a complete shape for our consideration.
- The Supplier has to quote for all the items mentioned in the **Annexure I.**

3. DETAILS OF OFFER: -

- The tenders shall remain open for acceptance for a period of 45 days of opening of tenders or till such period up to which the extension of validity is agreed to mutually. This may please be stipulated clearly in the quotation
- The net price/rates quoted must be inclusive of all taxes and Charges including **package/forwarding/transportation/Loading & Unloading/ and any other charges .**

4. DELIVERY: -

- The supply and installation of the items so approved by the Institute should be completed **within 15 days from the date** of issue of work order, keeping in view of the urgency of requirement of the said items, failing which the order shall be liable to be cancelled and this office reserves the right to place the order to the next bidder.

5. TERMS OF PAYMENT: -

- 100% payment will be made to Supplier within 30 days after receipt and acceptance of Goods at SIHM, West Hill Kozhikode-5..
- The Payment will be made by the Principal SIHM Kozhikode on receipt of the Bill and verification.

6. EMD/SECURITY DEPOSIT: -

- No EMD or Security Deposit as the tender is for Kerala Government accredited Agencies /Firms.

7. RIGHT OF ACCEPTANCE: -

- The Institute reserves the right to reject any or all the tenders or accept any tender or part thereof without assigning any reasons or giving explanation thereof.

ANNEXURE-I

SCOPE OF WORK AND TERMS & CONDITIONS

SCHEDULE-I

A:

SL No	Item with specification	Rate	Total with all taxes and other charges
1	Supply of Dual Desk – 25 no.s 16 Gauge 1’ powder coated CR pipe for frame , 15mm water proof high pressure compressed wooden sheet for Desk top , seat and back rest in 12mm for book rack and covering . Size Desk top : 48 inch X 16 inch Book rack : 46 inch X 12 inch Bench : 48 inch X 12 inch Back rest : 48 inch X 7 inch		
	Total – in figures and words – including taxes , delivery and all other related expenses		

Signature and name of authorized signatory

Date

ANNEXURE- II TENDER
ACCEPTANCE LETTER

(To be given on Company Letter Head)

Date:

To
The Principal
State Institute of Hospitality Management
Varakkal Beach, West Hill Kozhikode -673005

Sub: Acceptance of Terms & Conditions of Tender.

Tender Reference No: _____

Name of Tender / Work: - Supply of Dual desks to State Institute of Hospitality Management (SIHM), West Hill Kozhikode -5

Dear Sir,

1. I / We have downloaded / obtained the tender document(s) for the above mentioned 'Tender/Work' from the www.sihmkerala.com web site .
2. I / We hereby certify that I / we have read the entire terms and conditions of the tender documents (including all documents like annexure(s), schedule(s), etc.), which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.
3. The corrigendum(s) issued from time to time by your department/ organization to have also been taken into consideration, while submitting this acceptance letter.
4. I / We hereby unconditionally accept the tender conditions of above-mentioned tender document(s) / corrigendum(s) in its totality / entirety.
5. I / We do hereby declare that our Firm has not been blacklisted/ debarred by any Govt. Department/ Public sector undertaking.
6. I / We certify that all information furnished by our Firm is true & correct and in the event that the information is found to be incorrect/ untrue or found violated, then your department/ organization shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy.

Yours faithfully,

(Signature of the Bidder, with Official Seal

