

EG III/1/31515/2022

07.10.2026

NOTICE INVITING TENDER

The Registrar, Kannur University, Kannur, Kerala invites e-tenders in two bid system (technical and financial bid) from eligible, reputed and bonafide agencies having 5 years of experience in supplying answer booklets to Universities and having own printing institution for the printing and supply of 15,00,000 (fifteen lakh) numbers of Bar coded answer booklets and 15,00,000 (fifteen lakh) numbers Additional answer booklets for a period of 2 years as per the specification and schedule given below.

TENDER NOTICE NO.	EG III/1/31515/2022
NAME OF WORK	Printing and Supply of Barcoded answer booklets and Additional answer booklets.
TENDER SUBMISSION FEE	₹ 20,650/- (₹ 17,500 + 18% GST)
EARNEST MONEY DEPOSIT	₹1,16,250/-
PERIOD OF SUPPLY	2 years
MODE OF SUBMISSION OF BID	Online
BID SUBMISSION END DATE AND TIME	04.11.2026, 11 AM
BID OPENING DATE AND TIME	05.11.2026, 11 AM

SPECIFICATION OF ANSWER BOOKLETS

Item	Specification	Quantity
Barcoded answer booklets	Printed, ruled, serially numbered and barcoded - unique 10 digits (GS-1-128 or barcode 39 in standard size) - (same barcode at four points) stitched answer booklets of 16 pages in 60 GSM (28x21 cm in size) paper.	15,00,000 (15 lakh) Print Orders will be issued as smaller lots.
Additional answer booklets	Printed, ruled and serially numbered additional answer booklets of 4 pages (28x21 cm) in 60 GSM paper.	15,00,000 (15 lakh) Print Orders will be issued as smaller lots

E-Tender document and other details can be obtained from the E-portal:
<http://etenders.kerala.gov.in>.



INSTRUCTIONS TO BIDDERS:

Tendering Process

The tender will be published in the form of e-tender and will be available on the e-tender site of Govt. of Kerala. All the rules and regulations of the e-tendering will be applicable to this tender also. The tender will be invited in the two cover format. i.e. (i) Technical Bid and (ii) Financial Bid. The financial bid of a bidder will be considered if and only if the bidder qualifies in the technical bid evaluation.

Amendment of Tender Document

At any time prior to the deadline for submission of bids, Registrar, Kannur University, Kannur, Kerala may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Tenderer, modify the Tender document by amendment and will be published as corrigendum. The deadline for submission of bids may also be extended at the discretion of Kannur University, Kerala.

Blacklisting Conditions

The Bidder shall not be under blacklisting, suspension or debarment by any Government Department, PSU, University or Autonomous Body. Submission of false declarations or discovery of blacklisting at any stage shall lead to termination, forfeiture of the Performance Security and legal action.

DOCUMENTS TO BE UPLOADED WITH THE BID

Sl No.	Documents
1.	Scanned copy of valid registration certificate
2.	Scanned copy of Experience certificate
3.	Scanned copy of Preliminary Agreement in Kerala stamp paper of Rs.200/- as per format
4.	Scanned copy of the GST registration and PAN card of Bidder
5.	Scanned copy of the Ownership certificate of the printing institution
6.	Copy of GST payment receipt of Tender fee (18% of tender fee) {MSME firms attach MSME certificate/UDYAM registration certificate}
7.	BOQ

TERMS AND CONDITIONS

1. The tender should be submitted in two cover system (Technical bid & Financial bid).
2. Tenderers shall keep their rate firm for a period of 120 days.
3. Prices shall be quoted in Indian Currency only.
4. The total rate quoted should be inclusive of all taxes, charges for door delivery and other charges.
5. Number of days required for supplying the item after getting the Print Order must be clearly indicated in the Technical bid.
6. Fifteen lakh Bar-coded answer booklets and Fifteen lakh Additional answer booklets should be printed and supplied in lots according to the Print Orders issued from time to time within the agreement period of two years from the date of signing of Agreement.



7. Tender fee and EMD for each item as given below should be remitted through SBI Internet banking/online NEFT transaction as indicated in the e-Tender notice. All payments including EMD should be made through online but 18% GST of Tender Fee should be remitted to GST Department directly and upload the receipt in the e-procurement portal.

Sl. No.	Item	Tender form fee (excluding GST)	Tender form fee (18% GST)	EMD
1.	Barcoded answer booklets	13,500/-	2430/-	90,000/-
2.	Additional answer booklets	4000/-	720/-	26,250/-
Total		17,500/-	3150/-	1,16,250/-

Bidders who are exempted from furnishing EMD have to upload the proof of document concerned.

8. The bidder should upload along with his tender a preliminary agreement executed and signed in Kerala Stamp Paper of value of Rs.200/- as per format given. (**Annexure 2**)

9. The successful bidder 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 (including EMD) by way of Demand Draft or bank guarantee drawn in favour of the Finance Officer, Kannur University payable at SBI Kannur, South Bazar Branch or Kannur Branch of other Nationalized or Scheduled bank, as security for the satisfactory fulfilment of the contract.

10. All bid/tender documents are to be submitted online only and in the designated cover(s)/envelope(s) on the website. Tenders/bids shall be accepted only through online mode on the website and no manual submission of the same shall be entertained.

11. Any amendment/any corrigendum to this tender will be published on the above website and not in print media. Bidders should regularly visit the above website to know themselves updated.

12. Profile of Bidder as per **Annexure1** shall be provided.

13. The university reserves the right to revise or alter the specifications before acceptance of any tender, to accept or reject all tenders, cancel the contract and supply order without assigning any reason whatsoever.

14. The financial bid of those bidders who qualify the technical evaluation after opening of Technical bid shall only be opened.

GSTIN32AAAGK0152J1ZT

Sd/-
Registrar (i/c)



ANNEXURE 1
BIDDER PROFILE

Sl. No.	Particulars	
Details of bidder(Firm/Company)		
1.	Name	
2.	Address	
3.	Telephone & Mob	
4.	Email & website	
Details of Authorized Person		
5.	Name	
6.	Address	
7.	Telephone & Email	
Information about the company		
8.	Status of Company (Public Ltd./Pvt. Ltd)	
9.	Number of Professionals	
10.	Service Tax Registration Number	
11.	Income Tax Registration Number (PAN)	
12.	GST Registration Number	

Signature of the Bidder



ANNEXURE – 2
PRELIMINARY AGREEMENT

Articles of agreement executed on this the day of between the Registrar, Kannur University (hereinafter referred to as “the University”) of the one part and Shri..... (Name and address of the tenderer) (hereinafter referred to as “the bounden”) of the other part.

WHEREAS in response to the Notification No..... dated the bounden has submitted to the University a tender for the specification therein subject to the terms and conditions contained in the said tender;

WHEREAS the bounden has also deposited with the University a sum of Rs..... as earnest money for execution of an agreement undertaking the due fulfilment of the contract in case his tender is accepted by the University.

NOW THESE PRESENTS WITNESS and it is hereby mutually agreed as follows:

1. In case the tender submitted by the bounden is accepted by the University and the contract for..... is awarded to the bounden, the bounden shall within days of acceptance of his tender execute an agreement with the University incorporating all the terms and conditions under which the University accepts his tender.

2. In case the bounden fails to execute the agreement as aforesaid incorporating the terms and conditions governing the contract, the University shall have power and authority to recover from the bounden any loss or damage caused to the University by such breach as may be determined by the University by appropriating the earnest money deposited by the bounden if the earnest money is found to be inadequate the deficit amount may be recovered from the bounden his properties movable and immovable in the manner hereinafter contained.

3. All sums found due to the University under or by virtue of this agreement shall be recoverable from the bounden and his properties movable and immovable under the provisions of the Revenue Recovery Act for the time being in force as though such sums are arrears of land revenue and in such other manner as the University may deem fit.

In witness where of Shri (Name and designation) for and on behalf of Kannur University and Shri. Bounden have hereunto set their hands the day and year shown against their respective signatures.



Signed by Shri. (date)

In the presence of witnesses:

1.

2.



EG III/1/31515/2022.

07.10.2026

**TENDER DOCUMENT FOR THE PRINTING AND SUPPLY OF BAR CODED ANSWER BOOKLETS
AND ADDITIONAL ANSWER BOOKLETS**

TENDER NOTICE NO.	EG III/1/31515/2022
Tender ID	2026_KnrU_873309
NAME OF WORK	Printing and Supply of Barcoded answer booklets and Additional answer booklets.
TENDER SUBMISSION FEE	₹ 20,650/-
EARNEST MONEY DEPOSIT	₹ 1,16,250/-
PERIOD OF SUPPLY	Within 2 years
MODE OF SUBMISSION OF BID	Online
BID SUBMISSION END DATE AND TIME	04.11.2026 11 AM
BID OPENING DATE AND TIME	05.11.2026, 11 AM

For more details and Tender Notice visit <http://etenders.kerala.gov.in>.

Sd/-

Registrar (i/c)

