



KERALA BOOKS AND PUBLICATIONS SOCIETY

(An undertaking of the Government of Kerala)
Kakkanad P.O. Kochi-682 030, Kerala



GST No.32AAATK2642L1ZR

No. P&A4-646/2025/3155

Date: 04-08-2025

QUOTATION NOTICE

Sealed quotations are invited from the courier service agencies for delivery of letters/parcels from KBPS to various places within Kerala and within India.

Terms and Conditions

- 1.Document Tariff and parcel Tariff should be quoted separately
- 2.For Document Tariff rate -Up to 250 grms & additional 250 grams rate quoted separately
- 3.For Parcel Tariff rate -Up to 4 Kg & additional 1 Kg rate quoted separately.
4. The envelopes sealed in four sides and middle by using lacquer seal containing the quotation should bear the superscription "Quotation on Courier Service Agency" due on 29-08-2025 and should be addressed to the Managing Director, Kerala Books and Publications Society, Kakkanad P.O, Kochi-30.
- 5 Intending parties may submit the quotations on their own papers. The parties are requested to specify their GST/PAN in the offer.
- 6The parties are requested to provide the client details.
- 7.Last date for the receipt of quotations is at 4.00 pm on 29-08-2025. Late quotations will not be accepted. The quotations will be opened at 11.00 am on 30-08-2025 in the presence of such of the parties or their authorised representatives who may be present at that time.
- 8.The near relatives of employees of KBPS are not eligible to participate in the quotation. The relationship for the purpose will be as specified in Annexure 21 of Stores Purchase Manual of Kerala (extract given as Annexure A). In addition to this mother's sister's son/daughter shall also deemed to be a relative. The declaration (annexure B) in this regard, duly filled and signed should be enclosed with the offer without which the offer will not be considered.
- 9.The society reserves the right to alter the nature of the work by adding or omitting any items of work from the contract or having portion of the same carried out without prejudice to the contract.

10.All the rights to accept or reject whole or part of the Quotation without assigning any reason thereof is reserved byKBPS. The decision of KBPS will be final and binding on the party.

11.All rules and regulations of the quotation shall be in accordance with the Stores Purchase Manual of the Government of Kerala.



Manager

(Personnel & Administration)

To

Venders through e-mail

IT section for publishing in web site

Annexure A

EXTRACT FROM THE STORES PURCHASE MANUAL OF KERALA

Meaning of “Relative”

A person shall be deemed to be a relative of another if, and only if,

- a) they are members of Hindu undivided family or;**
- b) they are husband and wife; or**
- c) the one is related to the other in the manner indicated in Schedule 1-A**

Schedule 1 A List of Relatives

- | | |
|---------------------------------------|-----------------------------------|
| 1) Father | 2) Mother (including step-mother) |
| 3) Son (including step-son) | 4) Son's wife |
| 5) Daughter (including step-daughter) | 6) Father's father |
| 7) Father's mother | 8) Mother's mother |
| 9) Mother's father | 10) Son's son |
| 11) Son's son's wife | 12) Son's daughter |
| 13) Son's daughter's husband | 14) Daughter's husband |
| 15) Daughter's son | 16) Daughter's son's wife |
| 17) Daughter's daughter | 18) Daughter's daughter's husband |
| 19) Brother (including step-brother) | 20) Brother's wife |
| 21) Sister (including step-sister) | 22) Sister's husband |
| 23) Husband's father | 24) Husband's mother |
| 25) Husband's sister | 26) Wife's father |
| 27) Wife's mother | 28) Wife's brother |
| 29) Wife's sister | 30) Wife's sister's husband |
| 31) Father's brother | 32) Father's sister |
| 33) Mother's brother | 34) Mother's sister |
| 35) Father's sister's husband | 36) Father's brother's wife |
| 37) Mother's brother's wife | 38) Mother's sister's husband |
| 39) Brother's son | 40) Brother's son's wife |
| 41) Brother's daughter | 42) Sister's son |
| 43) Sister's daughter | 44) Father's brother's son |
| 45) Father's brother's daughter | 46) Father's sister's son |
| 47) Father's sister's daughter | 48) Mother's brother's son |
| 49) Mother's brother's daughter | |

Annexure B
DECLARATION

FOR NO NEAR RELATIVE (S) OF THE CONTRACTOR WORKING IN KBPS
I.....S/O Sri.....

Hereby certify that none of my relative(s) as defined in the tender notice are employed in KBPS as per detail given below. In case at any stage, it is found that the information given by me is false/incorrect, Managing Director, KBPS shall have the absolute right to take any action as deemed fit, without any prior intimation to me.

Signature of the tenderer with seal

The relationship for the purpose of rule will be as specified in Stores Purchase Manual of Kerala (extract given as Annexure A).

In case of proprietorship firm, certificate will be given by the proprietor, and in case of Partnership firm, certificate will be given by all the partners and in case of Ltd. Company by all the Directors of the company or company secretary on behalf of all directors. Any breach of these conditions by the company or firm or any other person, the tender/work will be cancelled and earnest money/security deposit will be forfeited at any stage whenever it is so noticed. The department will not pay any damages to the company or firm or the concerned person. The company or firm or the persons will also be debarred for further participation in the concerned unit.

Place:
Date:

Signature of tenderer/Authorized Signatory

Name of the Tenderer

Seal of the Tenderer