



KERALA BOOKS AND PUBLICATIONS SOCIETY

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

GST no. 32AAATK2642L1ZR

Dated:04.11.2025

No. P2-3244/2026-27/ 4159

QUOTATION NOTICE.

Sealed quotations are invited for the following stores/ spares/ Equipment:

Sl.No.	Brief Description/specification of the item	Quantity	SAMPLE
1.	Cutting Stick 16 x 16 x 1400 mm Itotech Machine (with Hole)	150 Nos.	1 No.

Terms and Conditions

1. The envelopes sealed in four sides and middle by using lacquer seal containing the quotations bearing the superscription Quotation for Cutting Stick due on 27 .11.2025" should reach The Managing Director, Kerala Books and Publications Society, Kakkanad P.O., Kochi -30
2. The rate should be quoted inclusive of all. (tax, forwarding/packing charges and any other charges included in the offer should be specified)
3. **Payment will be made only after the satisfactory receipt of the item in good condition.**
4. Intending parties may submit the quotation on their own papers.
5. The parties are requested to specify their GST no. PAN no. and HSN code of the item.
6. The offer should be valid for 6 months.
7. Last date for the receipt of Quotation is at 5.00 pm on 27.11.2025 Late quotations will not be accepted. The quotation will be opened at 12.00 Noon on 28.11.2025 in the presence of such of the quotations or their authorized representatives who may be present at that time.
8. All the rights to accept or reject whole or part of the quotation without assigning any reason thereof is reserved by KBPS. The decision of KBPS will be final and binding on the tenderer.
- 10 Parties/contractors who have defaulted in executing any purchase order/contract with KBPS or whose purchase order/contract were terminated by KBPS are not eligible to participate in this quotation.
- 11 The tenders without declaration which are duly filled , signed and sealed and EMD will be treated as per relevant clauses of SPM.
- 12 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 be deemed to be a relative. The duly filled and signed declaration (annexure B) should be enclosed with the offer without which the offer will not be considered.**
13. All rules and regulations of the Tender/bid shall be in accordance with the Stores Purchase Manual of the Government of Kerala
- 14 Details of the requirement and the conditions governing the supply can be obtained free on requisite from the office of the Managing Director, Kerala Books and Publications Society, Kakkanad, Kochi 30.

Manager

(Personnel & Administration)

To Vendors as per list
Cc to IT section for publishing in website
M.D.Office: 0484-2422243 M.P.A.,C.F.A. 0484-2422245
Office: 0484-2422343 P.M.(Mobile): 92880 01403
Email: kbps@kerala.gov.in Website: www.kbps.kerala.gov.in

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/ Party with seal

The relationship for the purpose of rule will be as specified in the Stores Purchase Manual of Kerala

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.

Signature of tenderer/Party/Authorized Signatory

Place:

Date: Name of the Tenderer

Seal of the Tenderer

Affidavit (to be printed in letter head and uploaded)

“After the receipt of Purchase order, the material will be supplied at KBPS within 10 working days from the date of issuing supply schedule from KBPS general stores, regardless the place of our manufacturing unit/ godown. Enough stock will be kept in advance at the manufacturing unit/ godown accordingly. Deviation from this will attract penalty as decided by KBPS”.

Signature of the Tenderer with seal