



MALABAR REGIONAL CO-OPERATIVE MILK PRODUCERS UNION LTD.

Kunnamangalam P.O., Peringolam, Kozhikode 673571
Phone: 0495 – 2805415, 2805431, Email: mis@malabarmilma.coop

MRU/MIS&S/83/2026/25

Dated: 23-01-2026

NOTICE INVITING E-TENDER

1. Invitation of E-tender

Supply, Installation, Testing, Commissioning and maintenance of Computers Hardware and services of the various Units of Malabar Regional Co-operative Milk Producers' Union Limited under Union.

2. Details of Tender

2.1. Tender Id	:	2026_KCMMF_830337_1
2.2. Tender reference No.	:	MRU/MIS&S/83/2026/25
2.3. Estimated cost	:	Rs.4 lakhs (all inclusive)
2.4. Tender download	:	Can be downloaded from the Website www.etenders.kerala.gov.in
2.5. Bid submission fee	:	Rs. 1000/- (as NEFT transaction)
2.6. EMD	:	Rs. 10,000/- (as NEFT transaction)
2.7. Bid submission starting date	:	24-01-2026, 12.00 hrs
2.8. Bid submission closing date	:	13-02-2026, 14.00 hrs.
2.9. Bid opening	:	14-02-2026, 14.00 hrs.
2.10. Bid validity	:	90 days

The undersigned reserves the right to reject any or all tenders without assigning any reason. Tenders should be submitted online only through the e-Procurement portal of Government of Kerala www.etenders.kerala.gov.in.

MANAGING DIRECTOR

A. GENERAL INSTRUCTIONS

1. Name of Work: -

Supply, installation, testing, commissioning and maintenance including warranty as specified in form V for Computers Hardware and its services for the various Units of Malabar Regional Co-operative Milk Producers' Union Ltd., under Union.

2. Scope of the TENDER: -

Scope of the tender shall include supply, installation, testing, commissioning and maintenance of all components and materials as detailed in the technical particulars under single source of responsibility (including warranty period) with continued Annual Maintenance Contract (AMC) after expiry of warranty. The tenderer shall quote the rates for Annual Maintenance Contract (AMC) after the expiry of warranty period separately (in Price BOQ1). The successful tenderer shall be bound to provide the AMC at the quoted rates after the warranty period.

3. All accessories necessary for the commissioning, operation and maintenance of all components and materials as detailed in the technical particulars, in various Units of the Malabar Regional Cooperative Milk Producers Union Ltd., at different locations in Malabar region, are also deemed to be included in the scope of supply, installation, testing, commissioning and maintenance of all components and materials as detailed in the technical particulars without any additional cost to the Malabar Regional Co-operative Milk Producers Union Ltd.

4. Submission of Tender: - Tenders are to be submitted online only through the eProcurement portal of Government of Kerala www.etenders.kerala.gov.in.

5. The tender should be submitted as follows:

A) Prequalification - Documents to be uploaded: -

Online Cover I

1. Stamped agreement in the form given in Annexure I
2. Tender fee and EMD online remitted details
3. GST Registration details
4. Pre-qualification bid signed on all pages. (Only authorized person need to sign all the documents submitted in this tender)
5. Details of Service Network available in Kerala
6. Proof for the bidder being in the Computer Hardware & peripheral business for a period of 5 years.
7. Details of Previous contract executed and on hand along with address of clients, contact person, contact number and E-Mail ID etc.
8. Documents to prove Original Equipment Manufacturer (OEM) status / authorization letter from the manufacturer to deal with this product if not Original Equipment Manufacturer for the Hardware items listed in the BOQ1 as attached in Form IV
9. Commitment of Single source responsibility in the company's letterhead
10. Booklets / pamphlets on products

11. Additional information on products
12. ISO 9001 Certificate of OEM of all Hardware items as listed in Form IV.

Online Cover II

- Price bid in the prescribed form available as BOQ1 (Bill of Quantities), in the website www.etenders.kerala.gov.in.

The tenderer should duly sign with seal on all the pages of the tender documents before scanning and uploading.

Tenderers alone will be responsible for submission of defective tenders and such tenders are liable to be summarily rejected.

6. Opening of Tenders: - The online tenders will be opened on the date and time of opening, as notified.

7. Unless accepted in writing, the conditions of the tender document will be valid and no extension of time for submission of tenders will be granted on any account.

8. The Malabar Regional Cooperative Milk Producers Union Ltd, is not bound to accept the lowest price bid offer. Managing Director (MRCMPU Ltd) has the absolute right to reject any or all the tenders without assigning any reason thereof.

9. Jurisdiction: Even though the supply and installations are to be made at different locations in Malabar Region, for the purpose of jurisdiction regarding this tender, the court situated in Kozhikode City alone will have jurisdiction with regard to the Contract.

10. The tenderer have to comply with all the statutory requirements in respect of the tender submitted by them.

11. The language of the tender should be English and the corrections, if any, should be attested under seal with full signature.

12. Only the authorized signatory should submit the tender.

13. The tenderer have to familiarize themselves with the locations and the conditions of the different locations for supply and installation and should have a clear idea of the plan of action.

14. The tenderer should be a reputed Original Equipment Manufacturer (OEM) or OEM Vendor having sound technical and financial capabilities and also having strong service network in Kerala. Documents to prove that the tenderer is an OEM or OEM vendor shall be submitted in Cover I.

15. The tenderer/OEM is required to submit in Form No. III along with the pre-qualification bid with the full addresses including contact numbers of the service centers in Malabar

Region. The list of technical service personnel and their qualifications in Form No. II shall also be submitted along with the pre-qualification bid in the prescribed form.

16. The Malabar Regional Co-operative Milk Producers Union Ltd reserves the right to vary the quantities of any item with prior notice for the same price bid quoted and accepted by the Malabar Regional Co-operative Milk Producers Union Ltd or decide not to purchase at all.
17. At any time prior to the deadline for the submission of tenders, Malabar Regional Co-operative Milk Producers Union Ltd may, for any reason, whether at its own initiative or in response to a clarification requested by any prospective tenderer, may modify the tender documents by amendments and in such an event, it shall be binding on all tenderers who have submitted the tenders online.
18. Amendments if any will be brought to the notice through the online website www.etenders.kerala.gov.in or www.malabarmilma.com to all prospective tenderers, and that will be binding on them.

General Tender Terms & Conditions for e-Procurement

This tender is an e-Tender and is being published online for

For the Supply, installation, testing, commissioning and maintenance including Computers Hardware and its services.

The tender is invited in 2 covers system from the registered and eligible firms through e-procurement portal of Government of Kerala (<https://www.etenders.kerala.gov.in>). Prospective bidders willing to participate in this tender shall necessarily register themselves with above mentioned e-procurement portal.

The tender time line is available in the critical date section of this tender published in www.etenders.kerala.gov.in.

B) Online Bidder registration process:

Bidders should have a Class II or above Digital Signature Certificate (DSC) to be procured from any Registration Authorities (RA) under the Certifying Agency of India. Details of RAs will be available on www.cca.gov.in. Once, the DSC is obtained, bidders have to register on www.etenders.kerala.gov.in website for participating in this tender. Website registration is a one-time process without any registration fees. However, bidders have to procure DSC at their own cost.

Bidders may contact e-Procurement support desk of Kerala State IT Mission over telephone at 0471- 2577088, 2577188, 2577388 or 0484 – 2336006, 2332262 - through email: etendershelp@kerala.gov.in for assistance in this regard.

C) Online Tender Process:

The tender process shall consist of the following stages:

- i. **Downloading of tender document:** Tender document will be available for free download on www.etenders.kerala.gov.in. However, tender document fee and EMD shall be payable as online (NEFT) submission as stipulated in this tender document.
- ii. **Pre-bid meeting:** NO

- iii. **Publishing of Corrigendum:** All corrigenda shall be published on www.etenders.kerala.gov.in and shall not be available elsewhere.
- iv. **Bid submission:** Bidders have to submit their bids along with supporting documents to support their eligibility, as required in this tender document on www.etenders.kerala.gov.in. No manual submission of bid is allowed, and manual bids shall not be accepted under any circumstances.
- v. **Opening of Technical Bid and Bidder short-listing:** The technical bids will be opened, evaluated and shortlisted as per the eligibility and technical qualifications. All documents in support of technical qualifications shall be submitted (online). Failure to submit the documents online will attract disqualification. Bids shortlisted by this process will be taken up for opening the financial bid.
- vi. **Opening of Financial Bids:** Bids of the qualified bidder's shall only be considered for opening and evaluation of the financial bid on the date and time mentioned in critical date's section.

D) Documents Comprising Bid:

(i). The First Stage (Pre-Qualification or Technical Cover based on 2 cover tender system):

Pre-Qualification or Technical proposal shall contain the scanned copies of the following documents which every bidder has to upload:

1. The bidder should be a manufacturer or authorized dealer/reseller of reputed brands of quoted items basically, and must have tested, supplied and commissioned items of similar kinds / type specified in the 'schedule of requirements'.
2. Service Responsibility of Computer Hardware and Peripherals during the warranty period for the Areas under Malabar Regional Co-operative Milk Producers' Union Limited need to be with the OEMs and the same need to be confirmed by the respective OEMs either through separate declaration or as part of the MAF.
3. The bidder should provide Manufactures Authorisation Form (MAF) from the OEM for the list of hardware items mentioned in the BOQ1 as attached in the table of Form IV
4. The email address and phone number for verification of the MAF should be the representative of the OEM and should not be of any other distributor or dealer.
5. The bidder must be in the business of items to be quoted for the last 5 years in Kerala (attach supporting documents).
6. The bidder/OEM should have office and Service Centers in Malabar region (attach details of service centers with address, contact details, phone number and qualification and experience of service personnel available at the location).
7. The bidder should quote for all items specified in the price bid, else bid will be treated as incomplete and will stand invalid.
8. OEM of all hardware products listed in Form IV quoted should be ISO 9001 certified. (Attach supporting documents).

9. The Bidder needs to have GST registration in Kerala (attach supporting documents).
10. The bidder need to have Sales and Service Office in Kerala.
11. The warranty period for the item supplied as specified in the form V.
12. All bids submitted shall also include the following information: -
 - i) Copies of original documents defining the constitution or legal status, place of registration and principal place of business of the company or firm or partnership, etc.
 - ii) A brief write-up, backed with adequate data, explaining the available capacity and experience (both technical and commercial) for the Supply, installation, testing, commissioning and maintenance for Computers Hardware and its services for the Areas under Malabar Regional Co-operative Milk Producers' Union Limited to establish integrity for the Supply, installation, testing, commissioning and maintenance of the quoted materials within the specified time of completion after meeting all their current commitments.

Malabar Regional Co-operative Milk Producers' Union Limited doesn't take any responsibility for any technical snag or failure that has taken place during document upload.

(ii). The Second Stage (*Financial Cover or as per tender cover system*):

The Bidder shall complete the Price bid as per format given for download along with this tender.

Note: The blank price bid should be downloaded and saved on bidder's computer without changing file-name otherwise price bid will not get uploaded. The bidder should fill in the details in the same file and upload the same back to the website.

Fixed price: Prices quoted by the Bidder shall be fixed during the bidder's performance of the contract and not subject to variation on any account. A bid submitted with an adjustable/ variable price quotation will be treated as non - responsive and rejected.

E) Tender Document Fees and Earnest Money Deposit (EMD)

The Bidder shall pay, a tender document fee of Rs. 1000/- and Earnest Money Deposit or Bid Security of Rs. 10000/-, for the supply of hardware (BOQ1). The Bid security is required to protect the purchaser against risk of Bidder's conduct, which would warrant the forfeiture of security.

Bidders are however required to submit a signed Bid securing declaration accepting that if they withdraw or modify their Bids during the period of validity, or if they are awarded the contract and they fail to sign the contract, or fail to submit a performance security before the deadline defined in the tender document, they will be suspended for the period of 12 months from being eligible to submit Bids for tenders with MRCMPU Ltd

Online Payment modes: The tender document fees and EMD can be paid in the following manner through e-Payment facility provided by the e-Procurement system:

- i. **State Bank of India (SBI) Internet Banking**: If a bidder has a SBI internet banking account, then, during the online bid submission process, bidder shall select SBI option and then select Internet banking option. The e-Procurement system will re-direct the bidder to

SBI's internet banking page where he can enter his internet banking credentials and transfer the tender document and EMD amount.

ii. **National Electronic Fund Transfer (NEFT)** If a bidder holds bank account in a different bank, then, during the online bid submission process, bidder shall select NEFT option. An online remittance form would be generated, which the bidder can use for transferring amount through NEFT either by using internet banking of his bank or visiting nearest branch of his bank. After obtaining the successful transaction receipt no., the bidder has to update the same in e-Procurement system for completing the process of bid submission. Bidder should only use the details given in the Remittance form for making a NEFT payment otherwise payment would result in failure in e-Procurement system.

As NEFT payment status confirmation is not received by e-Procurement system on a real-time basis, bidders are advised to exercise NEFT mode of payment option at least 48 hours prior to the last date and time of bid submission to avoid any payment issues.

NEFT payment should done according to following guidelines:

- i. **Single transaction for remitting Tender document fee and EMD:** Bidder should ensure that tender document fees and EMD are remitted as one single transaction.
- ii. **Account number as per Remittance Form only:** Account no. entered during NEFT remittance at any bank counter or during adding beneficiary account in Internet banking site should be the same as it appears in the remittance form generated for that particular bid by the e-Procurement system. Bidder should ensure that tender document fees and EMD are remitted only to the account number given in the Remittance form provided by e-Procurement system for that particular tender.
Bidders must ensure that the banker inputs the Account Number (which is case sensitive) as displayed in the Remittance form. No additional information like bidder name, company name, etc. should be entered in the account no. column along with account no. for NEFT remittance.
- iii. **Only NEFT Remittance Allowed:** RTGS payments, Account to Account transfers, State Bank Group Transfers (GRPT), Payments from NRE Accounts, SWIFT Transfers or Cash payments are not allowed and are treated as invalid mode of payments. Bidder must ensure that the banker does NEFT transaction only irrespective of the amount and specially instruct the banks not to convert the payment type to RTGS or GRPT.
- iv. **Amount as per Remittance form:** Bidder should ensure that the amount being remitted is neither less nor higher than the amount shown in remittance form.
- v. **UTR Number:** Bidders should ensure that the remittance confirmation (UTR number) received after NEFT transfer should be updated as it is, in the e-Procurement system for tracking the payment.
- vi. **One Remittance Form per Bidder and per Bid:** The remittance form provided by e-Procurement system shall be valid for that particular bidder and bid and should not be re-used for any other tender or bid or by any other bidder.

Any transaction charges levied while using any of the above modes of online payment has to be borne by the bidder. The supplier/contractor's bid will be evaluated only if payment status against bidder is showing "Success" during bid opening.

F. SUBMISSION PROCESS:

For submission of bids, all interested bidders have to register online as explained above in this document. After registration, bidders shall submit their Technical bid and Financial bid online on www.etenders.kerala.gov.in along with online payment of tender document fees and EMD.

For page by page instructions on bid submission process, please visit www.etenders.kerala.gov.in and click "Bidders Manual Kit" link on the home page.

It is necessary to click on "Freeze bid" link/ icon to complete the process of bid submission otherwise the bid will not get submitted online and the same shall not be available for viewing/ opening during bid opening process.

B. TECHNICAL SPECIFICATIONS

- 1. Please see the Form V for the specification of the items.**
- 2. The specifications stated in the above Form V for all items are the minimum configuration required. Vendors can offer higher configuration. The cost evaluation will be made on the basis of the minimum configuration specified in the tender form.**
- 3. Once approved by the MRCMPU LTD, no further change in specification will be allowed. However, due to technology up-gradation or non-availability of the items already approved, higher configuration may be accepted without compromising the minimum configuration specified in this tender document.**
- 4. All equipment, drivers all other peripherals supplied shall be certified, licensed and should be compatible with Linux, Windows 10/11 and Windows Server 2012. All such licenses shall be in the name of Malabar Regional Co-operative Milk Producers Union Ltd. And the relevant Software and drivers for the products supplied need to be issued to Malabar Regional Co-operative Milk Producers Union Ltd.**
- 5. A detailed manual of operation and maintenance and a catalogue prepared in English language shall be supplied along with the equipment.**
- 6. Malabar Regional Co-operative Milk Producers Union Ltd. may install licensed versions of standard or custom made application software for equipment procured under this contract. Such installations will not cause alterations in warranty.**
- 7. Compatibility: - The components as per technical specifications above are to work together compatibly interconnected. The equipment should be capable of working in networked environment with other equipment in the MRCMPU LTD.**
- 8. The network and operating system configuration will be the responsibility of the successful tenderer. The details of network configuration of the operating system like domain name, client names, I P address details etc. will be provided by MRCMPU LTD for establishing the**

network. The prospective tenderer may contact Office of the Managing Director of MRCMPU LTD, Milma Head office, Kunnamangalam P.O, Peringolam, Kozhikode for details of a typical system and application configuration details.

C. COMMERCIAL CONDITIONS

1. Tender document fees and Earnest Money Deposit (EMD)

The amount of EMD & Tender document fee are to be furnished along with the tender as specified in the tender notification. No adjustments against any other pending payments to the tenderer from the MRCMPU LTD. are allowed. **EMD and Tender document fee shall be submitted online through SBI internet banking or NEFT of other banks.** Tenders without EMD and tender document fee for the tendered items will be summarily rejected. Bank Guarantee for EMD is not acceptable.

2. Delivery, Installation and Commissioning

The equipment is to be delivered and installed within the stipulated time as per the agreement. Advance intimation should be given to the consignee before delivery. The successful tenderer shall be liable to complete all deliveries, installation and commissioning of the items supplied within the stipulated period from the date of supply order. The delivery plan and details shall be intimated to the office of the Managing Director, MRCMPU LTD, Milma Head office, Kunnamangalam PO, Peringolam, Kozhikode well in advance. Quantities mentioned in the Schedule may increase or decrease as per site conditions. Quantity shown in the schedule is approximate. Quantity may vary +/- . Payment will be made only for the actual quantity executed.

3. Delivery period

The materials shall be supplied, installed and commissioned as per the conditions of the contract. The supply, installation and commissioning of the Item no.1 of BOQ1 shall be completed within 2 months from the date of the supply order.

4. Price

Price quoted shall be final and inclusive in all respects for delivery, installation, testing, commissioning and maintenance (including warranty period) for the period of six months from date of opening of the prequalification (PQ) bid or three months from the date of opening of price bid whichever is earlier. Price variation clause will not be entertained. The prices quoted shall be inclusive of all taxes and duties in full, freight and insurance in full, installation charges and other levies if any. Basic price, duties and taxes etc. may be shown separately with the total cost and any reduction of duties/ taxes will be passed on to the MRCMPU LTD.

5. The tenders will be evaluated based on the individual prices quoted for the items in BOQ1

6. No price negotiation will be carried out with any bidder. Purchase order shall be issued on lowest responsive bidder.

7. Payment

98% of the invoice value against the item supplied will be paid within 15 days on receipt of the items and receipt of the bills in triplicate by MRCMPU Ltd, 2% of the invoice value will be released after completion of installation and submission of 2% bank guarantee valid till the completion of guarantee period by MRCMPU Ltd. The installation, testing and commissioning of hardware items will be done at free of cost.

8. Consignee

The Consignee for the equipment and accessories shall be the heads of the Units, for which the equipment and accessories are indented. These units shall be any of the units of the Malabar Regional Co-operative Milk Producers Union Ltd., which are situated within the Malabar Region. The delivery should be made at the location and installation carried out immediately.

9. License

The licenses if any for the operation should be in the name of Malabar Regional Co-operative Milk Producers Union Ltd.

10. Taxes

The percentage of taxes and duties quoted in the tender, if any, should be indicated clearly. During the currency of the supply period the price shall remain firm, however, any increase in statutory levies shall be paid on production of documentary evidence and similarly in case of decrease in levies suitable adjustments shall be made while effecting payment.

11. Transport and handling

The expenses for transporting the items to various locations will have to be borne by the successful tenderer.

12. Insurance

The items to be supplied should be insured for transit and handling, including handling at the locations at the successful tenderer's expense, till the installation, testing and commissioning of the equipment

D. PERFORMANCE GUARANTEE:

1. The offer shall be inclusive of a comprehensive onsite warranty as specified in the form V of all components and materials as detailed in the technical particulars. The successful tenderer shall maintain equipment and peripherals supplied and installed under this contract in accordance with the provisions laid down in the clauses below during the above period.

2. Scope and services covered under Performance Guarantee period

The successful tenderer shall provide the following services under the performance guarantee period and to keep the equipment and peripherals in excellent working condition.

3. The successful tenderer/OEM will provide unscheduled on-call corrective and remedial maintenance service, to set right the malfunctioning of the equipment. This includes replacement of unserviceable parts. The parts replaced will either be new parts or equivalent in performance to new parts. In the case of a part, the defective part removed from the equipment will become the property of the successful tenderer.

4. Operating System (OS) Support: - The supply is comprehensive inclusive of OS support on all the systems supplied and installed under this contract. Any problem related with OS maintenance, reloading of OS with all device drivers, OS upgrade, device drivers, System configuration and network configuration (if required) shall be attended & rectified by the successful tenderer. All required devices, drivers shall be provided by the successful tenderer. The successful tenderer shall also keep a copy of all device drivers.

5. Terms of Performance Guarantee

The successful tenderer is not liable for problems arising out of break down or service or spares cost arising out of damages caused due to fire, theft, riots, accidents, earthquakes, storm, lightning and other natural calamities. The Performance Guarantee does not include consumables such as Backup cartridges, plastic parts& consumables of the devices.

6. Call registration and completion: All maintenance calls will be logged using the Equipment Maintenance Register. Also, they may be registered with the OEM's Call Centre. The OEM's Call Centre shall acknowledge each call with a unique call number, which is to be used for reference in future. A call service slip may be made for each call. The call service slip shall contain the following details: call number, reported problem, affected items, date and time of call reporting, date and time of call attending, date and time of call completion, down time in days/hrs, fault diagnosed, repairs carried out, components replaced etc. A provision of a telephone toll free number as well as email id for complaint registration has to be provided by the OEM for making calls to register complaints and getting token numbers for the same at the time of complaint registration.

7. Malabar Regional Cooperative Milk Producers Union Ltd., personnel will be responsible for operating the equipment and peripherals. During period of warranty MRCMPU LTD will restrict to operational activities only and will not repair any equipment.

8. Whenever the equipment and peripherals cannot be repaired on site within 7 days, the vendor will have to provide alternate equipment of matching specification of the equipment supplied under the contract. This will be replaced within the period of maximum 30 days with the same equipment after repair or with equipment of same or better model of the equipment supplied under the contract.

9. Force Majeure: The successful tenderer shall not be liable or deemed to be default of any delay or failure in performance stated herein resulting directly or indirectly from causes beyond his reasonable control. If the successful tenderer is prevented from performing their function under the instrument for a period longer than six months due to fire, theft, earthquake, flood, accidents, riots, natural calamities, etc., the successful tenderer's liability ceases. Then both the parties shall discuss the course of action to be taken afterwards.

10. The warranty shall continue to be in force even if the location of equipment is changed.
11. Annual Maintenance Contract (AMC): - Rates (annual) for the AMC after the expiry or warranty period shall be quoted in the BOQ1 / Price bid. This will be considered as a part of the tender. Tenders quoted without the maintenance charges are liable to be summarily rejected. The tenderer should clearly indicate yearly AMC charges 1st, 2nd, 3rd year separately in the BOQ1 for the hardware items.
12. Change of ownership: -The obligation of the successful tenderer Company/Firm under this contract shall not cease even if the ownership changes. The successor in interest or transferee shall be bound by the provisions of the contract.

E. GENERAL CONDITIONS

1. The tenders should be submitted online through the website www.etenders.kerala.gov.in.
2. The tender should be in the form prescribed for each tender, which is available in the website www.etenders.kerala.gov.in. TENDERS THAT ARE NOT IN THE PRESCRIBED FORM ARE LIABLE TO BE REJECTED.
3. The rates quoted should be for the unit specified in the schedule attached and should be only in Indian Currency. Quotations in any other currency will be liable to be rejected. The column "Total" should also be correctly filled in.
4. Intending tenderers should submit/upload the tenders through the government e-Procurement site www.etenders.kerala.gov.in or before the due date and time prescribed in the tender notice.
5. Earnest Money Deposit (EMD): EVERY TENDER SHOULD BE ACCOMPANIED BY AN EARNEST MONEY PRESCRIBED. The earnest money shall only be submitted through online internet banking of SBI and NEFT banking of other Bank Guarantee towards earnest money for individual tenders will on no account be accepted. CHEQUES/POSTAL ORDERS/DD WILL NOT BE ACCEPTED. TENDER NOT ACCOMPANIED BY SUFFICIENT EARNEST MONEY WILL BE SUMMARILY REJECTED.
6. The online tenders will be opened on the date & time specified in the tender notice. The price bid will be opened on a later notified date.
 - (a) The rate quoted will be considered firm for acceptance till five months from the date of opening of pre-qualification bid. If any tenderer withdraws from his tender before the expiry of the period fixed for keeping the rates firm for acceptance, the earnest money deposited by him will stand forfeited to MRCMPU Ltd.
 - (b) Tenders not stipulating period of firmness of price and tenders with price variation clause and or "subject to prior sale" conditions are liable to be summarily rejected.

- (c) Tenders submitted subject to conditions will not be considered. They are liable to be summarily rejected on that sole ground, and the EMD will be forfeited.
- 7. The final acceptance of the tenders rests entirely with the Managing Director, MRCMPU Ltd., who does not bind himself to accept the lower or any bid. But the tenderers on their part should be prepared to carry out order in respect of such portion of the supplies included in their tenders as may be allotted to them. In any case, the decision of the Managing Director, MRCMPU Ltd., shall be final and no correspondence shall be entered into, as to why a tender was not accepted or why a portion of the item only was ordered.
- 8. In the case of materials of a technical nature, the successful tenderer should be prepared to guarantee satisfactory performance for a period of one year from the date of successful installation and commissioning of all the equipment subject to the warranty mentioned in Form V.
- 9. The successful tenderer shall not assign or transfer the contract or the benefits or liabilities or any part thereof to any other person or persons or body corporate. The successful tenderer shall not underlet or sublet to any person or body corporate the execution of the contract or any part thereof without the consent in writing of the Managing Director, MRCMPU Ltd., The Managing Director, MRCMPU LTD, shall have absolute power to refuse such consent or to rescind, such consent any time, if he is not satisfied with the manner in which the contract is being executed, and no allowance or compensation shall be made to the successful tenderer or sub-successful tenderer up on such rescission. Provided always that if such consent be given at any time the successful tenderer shall not be relieved from any obligation, duty or responsibility under this contract.
- 10. In case the successful tenderer becomes insolvent or goes into liquidation or makes or proposes to make any assignment for the benefit of his creditors or proposes any composition with his creditors for the settlement of his debits or carries on behalf of his creditors or in case any receiving order or orders for the administration of his estate are made against him or in case the successful tenderer shall commit any act of insolvency or in case in which under any clause or clauses of his contract, the successful tenderer shall have rendered himself liable to damages amounting to the whole of his security deposits the contract shall thereupon, after notice given by Managing Director, MRCMPU Ltd., to the successful tenderer, be determined and MRCMPU Ltd may complete the contract at the risk and cost of the successful tenderer in such time and manner and by such persons as the Managing Director, MRCMPU Ltd., shall think fit. But such determination of the contract shall be without any prejudice to any right of remedy of MRCMPU Ltd against the successful tenderer of his sureties in respect of any breach of contract therefore committed by the successful tenderer. All expenses and damages caused to MRCMPU Ltd by any breach of contract by the successful tenderer shall be paid by the successful tenderer to MRCMPU Ltd and may be recovered from him under the provisions of the Revenue Recovery Act in force in the State.

Every notice hereby required or authorised to be given may be either given to the successful tenderer personally or left at his residence or last known place of abode or business or may be handed over to his agent personally or may be addressed to the successful tenderer by post at his usual or last known place of abode or business and if so addressed and posted shall be deemed to have been sufficiently served on the successful tenderer on the date on

which in the ordinary course of mail a letter so addressed and posted would reach his place of abode or business. The successful tenderer shall intimate MRCMPU Ltd any change in his place of business or address or e-mail address.

11. The tenderer shall undertake to supply material according to the standards and specifications prescribed.
12. No representations for enhancement of rate once accepted will be considered.
13. Any attempt on the part of the tenderers or their agents to influence MRCMPU Ltd in their favour by personal canvassing will disqualify the tenderers.
14. TELEGRAPHIC / FAX /POSTAL TENDER / MAIL / MANUAL OFFER WILL NOT BE CONSIDERED. ONLY TENDERS SUBMITTED THROUGH GOVERNMENT OF KERALA e-PROCUREMENT WEBSITE www.etenders.kerala.gov.in WILL BE ACCEPTED.
15. The price quoted should be inclusive of all taxes duties etc, which are or may become payable by the successful tenderer under existing or future laws or supply during the course of executions of the contract. It will be assumed that the prices quoted are inclusive of all such taxes duties etc. and extra claims therefore will not be accepted.
16. If any tenderer has Rate/ Running Contract with Director General Successful tenderers & Disposals, New Delhi for the supply of any of the items of stores mentioned in the schedule hereto, a copy of the same should be enclosed with the tender.
17. Special conditions, if any mentioned in the quotation of the tenderer or in any other communication from him will not be applicable to the contract unless they are expressly accepted in writing by the purchaser.
18. Even in case where no alternate purchases are arranged for the materials not supplied, the proportionate portion of the security deposit based on the cost of the materials not supplied at the rates shown in the tender of the defaulter shall be forfeited and balance alone shall be refunded.
19. All incidental expenses incurred by MRCMPU Ltd for making payments outside the District in which the claim arises shall be borne by the successful tenderer.
20. The successful tenderer has to bear all the statutory taxes. MRCMPU Ltd will make necessary deductions from the payment and issue certificate to that effect.
21. Tenderer will invariably furnish the following certificate with their bills for payment.

"Certified that the goods on which Tax has been charged , have not been exempted under the Central Sales Tax Act or the State Sales Tax Act or the rules made there under and the charges on account of sales tax on these goods are correct under provisions of the relevant Act or the rules made there under certified further that we (or our branch or agent) are registered as dealers in the sale of

Under registration no.....
For purposes of sales tax"

22. **Jurisdiction** : The Courts situated at the place where the headquarters of the Malabar Regional Cooperative Milk Producers Union Ltd., is situated viz Kozhikode alone will have jurisdiction to entertain civil suits pertaining to this contract.

Managing Director, MRCMPU LTD.
Milma Head Office
Kunnamangalam PO

ANNEXURE I
GUARANTEE BOND

(To be used by Nationalised Bank)

In consideration of the Malabar Regional Cooperative Milk Producers Union Ltd (hereinafter called MRCMPU Ltd") having agreed to exempt

.....herein after called

"the said Successful tenderer(s)" from the demand. (Under the terms and conditions of an Agreement dated to be executed as per order made betweenand

..... for herein after called "the said Agreement" of security deposit for the due fulfillment by the said successful tenderer's of the terms and conditions contained in the said Agreement on production of a Bank guarantee for ₹(Rupeesonly). We

..... Bank (herein after referred to as the Bank) do hereby undertake to pay to MRCMPU Ltd an amount: not exceeding ₹.(Rupees only) against any loss or damage caused to or suffered by or would be caused to or suffered by MRCMPU Ltd by reason of any breach by the said successful tenderer(s) of any of the terms and conditions contained in the said Agreement.

2. WeBank do hereby undertake to pay the amounts due and payable under the guarantee without any demur merely on a demand from MRCMPU Ltd, stating that the amount claimed is due by way of loss or damage caused to or would be caused to or suffered by MRCMPU Ltd, by reason of any breach by the said successful tenderer(s) of any of the terms and conditions contained in the said Agreement or by reason of the Successful tenderer's(s) failure to perform the said Agreement. Any such demand made on the Bank shall be conclusive, as regards the amount due and payable by the Bank under the guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs.

3. WeBank further agree, that the guarantee herein contained, shall remain in full force and effect during the period that would be taken for the performance of the Agreement
Number.....dated.....and that it shall continue to be enforceable till all the dues of MRCMPU Ltd, under or by virtue of the said Agreement have been fully paid and its claims satisfied or discharged till the Managing Director, Malabar Regional Cooperative Milk Producers Union Ltd or other Officer of MRCMPU Ltd in charge of the Work, certifies that the terms and conditions of the said agreement have been fully and properly carried out by the said Successful tenderer(s) and accordingly discharges the guarantee. Unless a demand or claim under this guarantee is made on us in writing on or before thewe shall be discharged from all liability under the guarantee thereafter.

4. We Bank further agree with the Department that MRCMPU Ltd shall have the fullest liberty, without our consent and without affecting in any manner or obligations hereunder to vary any of the terms and conditions of the said Agreement or to extend time of performance by the said successful tenderer(s) from

time to time or postpone for any time or from time to time any of the powers exercisable by MRCMPU Ltd against the said successful tenderer(s) and to forbear or enforce any of the terms and conditions relating to the said agreement and we shall not be relieved from our liability by reason of any such variation, or extension or forbearance being granted or allowed to the said successful tenderer(s) or for any of the forbearance act or omission on the part of MRCMPU Ltd or any indulgence by MRCMPU Ltd to the said successful tenderer(s) or by any such matter or thing whatsoever which under law relating to sureties would but for this provision have the effect of so relieving us.

5. To give effect to the guarantee it shall be competent for MRCMPU Ltd to so act; as thought the Bank were the principal debtor.
6. It is hereby expressly agreed and declared that this guarantee and the powers and provisions herein contained are in addition to and not by way of limitation of or substitution for any former or other guarantees or guarantee hereto fore given by the Bank to MRCMPU Ltd and now existing un-cancelled and this guarantee is not intended to and shall not revoke or limit such other guarantees.
7. We Bank lastly undertake not to revoke this guarantee during its currency, except with the previous consent of MRCMPU Ltd in writing.

Dated this the....day..... of
.....For.....
.....
....Bank

ANNEXURE II

*(Format of agreement to accompany the tender)
(To be executed in Kerala Stamp Paper worth Rs 200/-)*

AGREEMENT

Articles of agreement executed on this the day of two thousand and between Malabar Regional Cooperative Milk Producers Union Ltd (here enter the designation of the officer who has invited the tender) (Hereinafter referred to as "MRCMPU Ltd") 'on the one part and Sri/M/s....., (here enter name and address of the tenderer) herein after referred as "The bounden" of the other part.

WHEREAS in response to the invitation for tenders contained in notification no

.....
.....
dated inviting tenders, the bounden has submitted to MRCMPU Ltd a tender for the specified therein subject to the terms and conditions contained in the said tender.

WHEREAS the bounden has deposited with MRCMPU Ltd 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 MRCMPU Ltd.

Now THESE PRESENT WITNESSES and it is hereby mutually agreed as follows:

1. In case the tender submitted by the bounden is accepted by MRCMPU Ltd and the contract for is awarded to the bounden, the bounden shall within days of acceptance of this tender execute an agreement with MRCMPU Ltd incorporating all the terms and conditions under which MRCMPU Ltd accepts his tender.
2. In case the bounden fails to execute the agreement as aforesaid incorporating the terms and conditions governing the contract, MRCMPU Ltd shall have power and authority to recover from the bounden any loss or damages caused to MRCMPU Ltd by such breach as may be determined by MRCMPU Ltd; appropriating the earnest money deposited by the bounden and if the earnest money is found to be inadequate, the deficit amount be recovered from the bounden and his properties movable and immovable also in the manner here in after contained.
3. All sums found due to MRCMPU Ltd 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 also in such other manner as MRCMPU Ltd may deem fit.

In witness whereof Sri (here enter name and designation) for and on behalf of MRCMPU Ltd and Sri have hereunto set their hands the day and year shown, against their respective signatures.

Signed by Sri

(date) In the presence of witnesses.

1.

2.

Signed by Sri.. (date)
In the presence of witnesses.

- 1.
- 2.

The tenderer shall provide documentary evidence to prove his eligibility based on all the above pre-qualification criteria along with the Pre-qualification bid.

The decision of **Malabar Regional Cooperative Milk Producers Union Ltd.** in the evaluation of prequalification bids will be final and without appeal. **Malabar Regional Cooperative Milk Producers Union Ltd** will not be bound to give any reason for the acceptance or the rejection of any firm on any account, whatsoever.

1. LANGUAGE OF APPLICATION:

All the information must be submitted in English.

2. COST INCURRED BY THE APPLICANT:

The cost incurred by the applicant in preparing the application, in providing clarifications or attending discussions and conference in connection with the document will not be reimbursed under any circumstances.

3. METHOD OF APPLYING:

If the applicant is a **partnership firm**, it shall be signed by the authorized partner/(s) of the firm above their full type written names and current address, or alternatively, by a power of attorney for the firm, by signing the application, in which case, a certified copy of the power of attorney shall accompany the application. A certified copy of the partnership deed and current addresses of all the partners of the firm shall also accompany the application. All the above documents should be scanned and uploaded.

If the application is made by a **Company** incorporated under Indian Companies Act or having this status, it shall be signed by a duly authorized person holding the Power of Attorney for signing the application, in which case, a certified copy of the Power of Attorney shall accompany the application.

4. ONLINE DELAY:

Malabar Regional Cooperative Milk Producers Union Ltd. will not be responsible for any kind of online delay.

5. INFORMATION TO BE FURNISHED ONLINE BY THE APPLICANT:

The firms are required to give complete information online as asked for in the "PRE-QUALIFICATION INFORMATION".

The various forms attached to this pre-qualification information are to be filled up by the applicant without any alterations or modifications of their own to the details called for. **Preparing information in new pro-forma devised by the applicant,**

avoiding the information intended to be furnished in the prescribed formats or not filling all the details called for in the prescribed formats may make the application liable to be rejected.

The details furnished or the replies to the questions should be complete in all respects. In case the information or reply is "NIL" or "NOT APPLICABLE", etc. it should be invariably mentioned rather than leaving space blank or with some marks.

It is desired that the applicants shall indicate all the relevant information on the type of the work done, location of the works, name of project and clients, the date of execution of contract and the amount of work under the relevant columns of the format.

Also under the columns "Brief technical description" wherever appearing in the aforesaid formats, the applicant should mention the size of the work done, working methods and site conditions encountered.

Forms are to be typed/written neatly and applicant's name must appear on each page of the application.

In the event of space provided in the forms being inadequate for entries, or if the applicant wishes to furnish additional information, it may be inserted on a separate sheet with appropriate references.

6. CERTIFICATES OF COMPLETED PROJECTS:

Certificates of similar assignment listed in Form V., from the clients, which can vouch the stability, technical know-how and capabilities in respect of the specialized fields (duly attested) of bidders should/shall be uploaded.

7. LIST OF TECHNICAL PERSONNEL AVAILABLE:

Applicants must have suitably qualified personnel to handle the project. Applicants will have to supply the information on prime and alternate candidates for the area of specialization given below in terms of his/her qualification and experience at different locations.

- 1)Project Manager
- 2)Hardware Engineer

8. SITE VISIT:

If required, the implementation site(s) of the work may be inspected by the applicant or his representative in consultation with the Managing Director, Malabar Regional Cooperative Milk Producers Union Ltd, Kunnamangalam PO, Kozhikode 673571.

9. ADEQUACY OF STAFF (AND EQUIPMENT):

The applicant must have adequate staff (and equipment) for carrying out the works described in the bid document, efficiently and in accordance with the time schedule.

10. OVER WRITING:

All overwriting or corrections shall be attested with applicant's initials in ink under seal.

(Sd/-)

MANAGING DIRECTOR, MRCMPU LTD

1. LETTER OF TRANSMITTAL (To be submitted in applicant's letterhead with complete postal address, telephone no., fax no. and e-mail address)

Date: _____

To

The Managing Director,
Malabar Regional Cooperative Milk Producers Union
Milma Head office, Kunnamangalam, Calicut - 673571

Sir,

Sub: Submission of application for pre-qualification of firms for Supply, installation, testing, commissioning and maintenance for Computer Hardware and its services including warranty for one year for supply to Units of the Malabar Regional Cooperative Milk Producers Union Ltd.

Having examined the details given in the invitation for prequalification of firms for the aforesaid project, we hereby submit the application for pre-qualification with relevant documents.

We hereby certify that all the statements made and the information supplied in the enclosed forms I to VI are true and correct.

Malabar Regional Cooperative Milk Producers Union Ltd and its authorized representatives are hereby authorised to conduct any enquiries or investigations to verify the statements, documents and information submitted in connection with this application.

Malabar Regional Cooperative Milk Producers Union Ltd and its authorized representatives may contact the following persons for further information.

TECHNICAL ENQUIRIES				
	Name & Designation	Tel. No.	Fax. No.	E-mail
Contact 1				
Contact 2				

PERSONNEL ENQUIRIES				
	Name & Designation	Tel. No.	Fax. No.	E-mail
Contact 1				
Contact 2				

Signature of the authorised signatory of the Applicant/Firm

Enclosures

Seal of the Applicant/Firm Date:

2. DECLARATION BY THE BIDDERS

I,.....
..... (name of the authorised signatory)
..... hereby declare that I am not in any way related to any Department's servant who is in charge of or having control of this work. I agree that if, at any stage it is found that this declaration is untrue, the bid security/ performance security furnished by me will be forfeited and the contract entered into will stand cancelled. It is understood that the relationship with MRCMPU Ltd.'s servant referred to herein will be restricted to my Father, Mother, Son, Daughter, Brother, Sister, Direct Uncle, Nephew, Father-in-law, Mother-in-law, Brother-in-law, Sister-in-law and first cousins of the officers or officials concerned.

Signature of the authorised signatory of the Applicant/Firm

Place:

Date:

FORM – I

1	Name of the Applicant/Firm	
2	Nationality of the Applicant/Firm Head Office address (with Taluk& Panchayat) Fax Number Telephone Number E – Mail	
3	Year and place of the establishment of the company	
4	Former name of the company, if any	
5	The Applicant is a) a propriety firm b) a limited company or limited corporation c) a member of a group of companies d) a subsidiary of a large corporation e) joint venture consortia	
6	Number of years of experience in supply and installation of Equipments: a) as a prime successful tenderer (i) In own country (ii) Other countries (specify the country) (iii) To whom should references be made b) in a joint venture (i) In own country (ii) Other countries (specify the country) (iii) To whom the references should be made	
7	Are you registered with any Government/ Department/Public Sector Undertaking in India, (if yes, give details)	
8	Do you engage other firms for supply & installation? If so, under what circumstances and the type of works you sublet. Give details.	

9	How many years have your organization been in business under your present name?	
10	Have you in any capacity ever not completed any work awarded to you? (If so, give the name of project and reason for not completing the work)	
11	In how many projects you were imposed penalties for delay? Please give details.	
12	How do you describe your firm? (i) Manufacturer. (ii) Successful tenderer. (iii) Total solution provider. Others (Specify) select more than one item if necessary.	
13	Do you intend to associate any other organization for the works for which you are bidding? If so, please give full particulars of that organization separately.	
14	Have you ever been denied tendering facilities by any Government/Department/Public Sector Undertaking? (Give details)	
15	Information regarding any current litigation in which the tenderer is involved.	
16	Whether the OEM/successful tenderer has ISO 9001 certification. (Give details)	

Signature of the authorised signatory of the Applicant/Firm

FORM – II

KEY TECHNICAL PERSONNEL IN KERALA STATE

Sl. No.	Name	Designation	Qualification	Experience in Years	Location

Signature of the authorised signatory of the Applicant/Firm

FORM – III

DETAILS OF OFFICES/SERVICE CENTRES IN KERALA

Complete address with telephone, fax, and email.

Signature of the authorised signatory of the Applicant/Firm

FORM IV

LIST OF MAJOR CLIENTS

	Name and address of the Clients	email id	phone number
1			
2			
3			

LIST OF MAF SUBMITTED

SL No	BOQ	Item Nos in BOQ1	MAF Submi tted (Y/N)	Email id of the person who issued the MAF for verification	Contact Name & Mobile number of the person who issued the MAF for verification
1	BOQ1	1			

Signature of the authorised signatory of the Applicant/Firm

FORM V
GUARANTEED TECHNICAL PARTICULARS OF THE PRODUCTS QUOTED

(All the information asked for shall be given. No rows shall be left blank)

1 - Laptop Computer Core i5 – 6 Nos.		
BRAND PREFERRED: HP / LENOVO / DELL		
Item	Minimum Specification	Compliance Yes/ No
Make (Brand)		
Model		
Processor	Intel® Core™ i5-1235U, 10C 3.3GHz, 12MB or better	
Graphics	Integrated Intel® Iris® Xe Graphics or better	
Chipset	Intel® SoC Platform	
Memory	8GB Soldered DDR4-3200	
Max Memory	Up to 16GB (8GB soldered + 8GB SO-DIMM) DDR4-3200 offering	
Storage	512GB SSD M.2 2242 PCIe® 4.0x4 NVMe®	
Storage Slot	one 2.5" drive slot + one M.2 slot	
Audio	High Definition (HD) Audio, Realtek® ALC3287 codec or better	
Speakers	Stereo speakers, 1.5W x2, Dolby Audio™	
Camera	HD 720p with Privacy Shutter	
Microphone	2x, Array	
Battery	Integrated 38Wh	
Display	14" FHD (1920x1080) TN 250nits Anti-glare	
Keyboard	Non-backlit, English (IN)	
Touchpad	Buttonless Mylar® surface multi-touch touchpad	
Case Colour	Iron Grey	
Operating System	Windows 11 Home Edition	
Network	Integrated Gigabit Ethernet	
Wireless	Wi-Fi® 6, 802.11ax 2x2 + BT5.1	
Standard Ports	<ul style="list-style-type: none"> • 1x HDMI® 1.4b • 1x Headphone / microphone combo jack (3.5mm) • 1x Ethernet (RJ-45) • 1x USB 2.0 • 1x USB 3.2 Gen 1 <p>1x USB-C® 3.2 Gen 1 (support data transfer, Power Delivery 3.0 and DisplayPort™ 1.2)</p> <ul style="list-style-type: none"> • 1x Power connector 	
Weight	Not more than 1.7 Kg	
Green Certifications	<ul style="list-style-type: none"> • RoHS compliant 	
Mil-Spec Test	MIL-STD-810H military test passed	
Warranty	1 Year Warranty	
Delivery (2 months from the date of Purchase order)		

FORM VI

UNDERTAKING

I/We,.....

hereby agree to adhere to the conditions of Managing Director, Malabar Regional Cooperative Milk Producers Union Ltd regarding Delivery, Guarantee and payment mentioned in this tender document.

Name and address of the Successful tenderer
authorized signatory with seal

PRICE SCHEDULE

Consists of BOQ as mentioned below to be submitted in Cover – II in the form of **BOQ1** (Bill of Quantities))

BOQ1 – For the items