



केरल केन्द्रीय विश्वविद्यालय
(नैक 'ए' ग्रेड से प्रत्यायित)
CENTRAL UNIVERSITY OF KERALA
(Accredited with NAAC 'A' Grade)

(संसद के अधिनियम, वर्ष 2009 द्वारा स्थापित / Established under the Act of Parliament in 2009)

CUK/Estate/Administrative Building/234/ 2024

Dated, 22nd February 2024

Inviting Quotation for Shifting of Furniture and Other Equipments - Reg

Spot quotation are invited for Dismantling, shifting, re-fixing of Furniture, Computer & Peripherals, wall mount items, name boards and other office Equipments from the various sections of Gangothri building to new Administrative building, CUK Campus periya situated at a distance of 300mtrs (Approx) apart.

1. The Firms/Individuals are requested to participate and quote their rate for the above mentioned items in a sealed cover superscribed as QUOTATION FOR SHIFTING OF FURNITURE, COMPUTER & PERIPHERALS AND OTHER OFFICE EQUIPMENTS, ETC. along with EMD for Rs.1000/- drawn in favour of the Finance Officer, Central University of Kerala, Periya. The quotation completed in all respects may be submitted to Estate Section, Central University of Kerala, Tejaswini Hills, Periya Campus up to 12:00 Hrs (noon) of 5th March 2024.
2. The University reserves the right to reject any or all of the quotations received without assigning any reasons thereof. The University may relax the conditions depending on suitability of the tender.
3. The quotation received will be opened by the Quotation Opening Committee at 15.00hrs on 5th March 2024. The contractor or their representatives may, if they so desire, be present at the time of opening of quotations.
4. The terms and conditions of the contract will be as follows: -
 - a. All pages of the contractor document should be signed by the bidder or the authorized signatory of the firm before submitting, as a token of acceptance of all the terms and conditions mentioned in the tender documents
 - b. The tender documents should be submitted in sealed envelope only.
 - c. The Firm/Individuals shall indicate the lump sum rates for the said job (as Annex I). The rates should be filled up clearly (in both figures and in words). Contractors are also advised not to erase over write or mutilate the figures, etc. The quotation will be rejected out rightly in such cases.
 - d. Detailed rates duly signed by the authorized person giving full name, address and contact telephone nos. etc. may be furnished by the stipulated time and date. The nature of work include.
5. Packing of Furniture, Computers & peripherals and other Equipments, as available in the respective rooms / Sections at various floors, different buildings of the University.

6. Transportation of all the materials through appropriate transport system, and carrying the same to the new building (Ground, First, Second and Third Floor) of the new Administrative building Central University of Kerala, Periya campus.
7. Moving out all the packed materials carefully to ground floor; loading into the lorry and transporting to new building and unloading/unpacking and placing the same in the respective rooms at different floors of the building shall be carried out as per the directions of the HoD/Representative of each Departments/Sections.
8. The rate quoted shall be inclusive of packing, loading from various floors, transportation, unloading, unpacking and placing at various floor etc and any incidental charges, wages of Labour etc. shall be borne by the Bidder.
9. The bidder to whom the contract of shifting of Furniture, Equipments etc. of various buildings, has been awarded is fully; responsible for completing the work by engaging sufficient number of labourers.
10. If any dispute arises between the firm/individuals and its manpower on the matter of wages or any service conditions, the same will be settled by the Firm/ Individual. The Central University of Kerala in no case shall be party to such a dispute
11. Responsibility for damage/theft/loss, etc. of goods during shifting or physical injury to any labour in loading/unloading shall be of the Bidder.
12. The bidder shall be held responsible for the damage caused, if any, to the property of Central University of Kerala due to negligence or otherwise during packing, loading while on transit, unloading, unpacking and while placing / fixing the same.
13. Evaluation of bids for deciding L1 bidder shall be made on the basis of the lowest rates quoted for the items as indicated in Annex-1.
14. The successful bidder shall complete the entire shifting work within 07 days from the date of award of the contract. The payment shall be made after satisfactory completion of the entire shifting work.
15. In case of any dispute, the decision of Central University of Kerala shall be final and binding on both the parties.
16. University shall recover the income tax,/surcharge/GST and work contract tax or any other statutory taxes if levied in by the Government.
17. Firm/Individual may visit actual locations of Central University of Kerala campuses for physical inspection of the items before quoting rates during office hours (11.00 A.M to 4.00 P.M.) on working days.
18. All the quotes are requested to read and understand the terms and conditions of the contract as detailed out in the forgoing paragraph before sending their quotations



REGISTRAR



Price Scheduled Annexure - 1

Name of the Firm/ Individual

Registered / Postal Address

Phone No

PAN No

GST/VAT/PAN/TIN No.(if applicable).....

Bank Account Holder/Firm Name

Bank Account No. IFSC No.

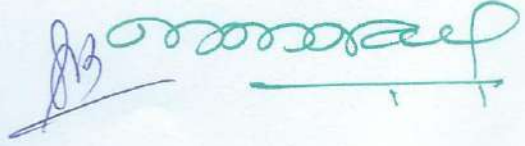
Sl. No	Section/Departments	Quoted Amount	Remarks
1	V.C s Office		
2	Registrar Office		
3	Director of Research & Dean Academic		
4	Administration & Establishment		
5	Legal cell		
6	Academic Branch		
7	Security and vehicle common pool		
8	ICT section		
9	Hindi cell & PRO		
10	Engineering Section		
11	Dispatch		
12	Finance Branch		
13	Examination Branch		
14	Estate Branch		
15	Purchase Branch		
16	Research & Development cell		
17	IQAC		
	Total Amount		

Items mentioned above are only indicative in nature. The firms / individual must visit the actual site at various buildings to have a realistic assessment of the quantity/ volume of items to be shifted before quoting the price.

Note:- Evaluation of Tenders for deciding L1 bidder shall be done on the basis of total lowest rates quoted for the items as indicated above.

Date: _____

Name _____
Signature of the Tenderer/Bidder _____





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SHIFTING OF FURNITURE AND OFFICE EQUIPMENTS FROM GANGOTRI BUILDING TO NEW ADMINISTRATION BUILDING

Sl No.	Item	Sections/Branches						
		Estate	Purchase	RP Cell	Finance	Engg.	Dispatch	Exam
1.	Table (Executive)	2	2	1	4	2		4
2.	Chair (Executive)	2	2	1		2	1	4
3.	Chairs	12	9	3	16	19	2	17
4.	Computer Table	2	2	6		3	1	9
5.	Sitting Sofa	1						1
6.	Shelf	6	13	2	25	4		17
7.	Computer System	5			20	6	2	12
8.	Printer	6	6	4	13	5		11
9.	Clock	1	2					2
10.	Television							1
11.	Xerox machine	2	1	1	2	1	1	2
12.	Table	2			4	2	1	
13.	File Cabinet		6	7	18	8	2	9
14.	Book shelf	2			5			
15.	Scanner				2		1	1
16.	Sitting Desk with bench							1
17.	Table Glass					2		
18.	rack		8		4		3	
19.	Television							1
20.	Pedestal fan				10			2
21.	Sitting bench				1			1
22.	Sitting desk with bench							1
23.	Wooden cabinet				3			
24.	Locker				1			

तेजस्विनी हिल्स डाक पेरिये / केरल ,671320 - कासरगोड ,TEJASWINI HILLS, PERIYA P.O., KASARAGOD - 671320, KERALA

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Sl No.	Item	Sections/Branches									
		Hindi cell	ICT	legal	Acad emic	R. O Office	D.R & D.A	VC office	Admn	Secur ity & C V P	PRO
1.	Table (Executive)	1			2	2	2		2		
2.	Chair (Executive)	1	1		2	1	2	20	2	1	
3.	Chairs	4		8	9	6	6	45	8	14	8
4.	Computer Table	2		3	3	5	2	7		3	3
5.	Sitting Sofa							1			
6.	Shelf	1	2	3	6	2			13	2	
7.	Computer System	3	11	3	8		2	8	9	2	2
8.	Printer	2	3	3	7	3		4	8	2	2
9.	Clock							3			
10.	Television					1					1
1.	Xerox machine		1	1	1	1		2	1		
2.	Table	1	1	4				6		5	1
3.	File Cabinet	1		4	8	4			13	2	1
4.	Book shelf										
5.	Scanner										
1.	Table Glass	6								1	
2.	Board		2								
3.	rack	2	2								1
4.	Television		1					1			
5.	Pedestal fan							2			1
10	Tepoy					1		1			
11	Dining table							1			
12	Fridge							1			
13	Oven							1			
14	Mixi							1			
15	VC Wooden Baor							1			
16	Divan cot							1			
17	LED Touch screen 120 Inch							1			
18	University emblem							2			
19	Mementos							30			
20	Utensils							10bo x			

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