



KERALA UNIVERSITY OF FISHERIES & OCEAN STUDIES

കേരള ഫിഷറീസ്-സമുദ്രപഠന സർവ്വകലാശാല

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No.GA4/3044/2020

.01.2023

LIMITED TENDER NOTICE

Sealed quotations are invited for the printing and supplying of various registers and forms required for a period of one year as per the list appended.

The rates quoted should be for printing and delivery of the Registers and forms at the Kerala University of Fisheries and Ocean Studies, Panangad. The rate quoted should be firm and inclusive of all taxes and supply of Kerala University of Fisheries and Ocean Studies, Panangad. Period of firmness during which the rates would be firm is one year from the date of supply order.

The envelope containing the Tender should bear the superscription **“Printing and Supplying of various registers and forms (GA4/3044/2020)”** and should be sent to the Registrar, Kerala University of Fisheries and Ocean Studies, Panangad, Kochi -682 506, Ernakulam District. Intending quotationers may submit their quotations on their own papers with detailed specification along with samples.

Last date & time for receipt of quotation	6.2.2023	03.00 PM
Date & time of opening of quotation	6.2.2023	03.00 PM

Late quotations will not be accepted. The Quotations will be opened in the presence of the quotationers or their authorized representative who may be present at the venue.

The EMD of 1% of the total cost of the articles by Demand Draft drawn on State Bank of India in favour of the Finance Officer, KUFOS, Panangad, Kochi should be furnished along with the quotation. The successful quotationer have to furnish security deposit @ 5% of the total cost and execute an agreement in stamp paper worth Rs.200/-.

All the terms and conditions applicable to University/Government quotation are admissible to this quotation also. More details about the items required can be had from the O.S. i/c stores on office hours. Right to accept the quotation in full or in part or to reject without assigning any reason is reserved to the Registrar, KUFOS, Panangad, Kochi which is not questionable.

REGISTRAR i/c

To: Firms

Copy to: NB/Kumbalam Panchayat / O.S. i/c Stores/ Programmer/Stock file/File Copy.

KERALA UNIVERSITY OF FISHERIES & OCEAN STUDIES

List of Printed Registers & Printed Forms

Sl.No.	Items	Quantity/ Year (No.s- Approx)
1	Acquittance Register	10
2	Attendance Register	500
3	Audit Register/Register of Payments(SDO)(200 pages)	10
4	Bill register(200 pages)	10
5	Cash Book	10
6	Casual Leave Register	50
7	Contingent Bill Form	4000
8	Contingent Bill Register(100 pages)	50
9	Correspondence Sheet	2000
10	Despatch cum Stamp Account register	10
11	DMS(200 pages)	10
12	Draft Pad	100
13	Establishment Salary Bill(TR51)	2000
14	Establishment Register	10
15	GPF Bill Form	1000
16	GPF Closure Application	10
17	GPF NRA Application	500
18	GPF Recovery Schedule	500
19	GPF Register (200 pages)	10
20	GPF Temporary Advance Application	500
21	Landed Property Statement	500

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Approved by Registrar on 19/01/2023 12:39:20

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KUFOS HQRS, Panangad, Ernakulam



22	Leave Application Form	500
23	Local Delivery Register	100
24	Log Book (Board Binding)	50
25	Master Register (100 pages)	10
26	Master Register (200 pages)	10
27	Miscellaneous Bill	1000
28	Notes File Sheet	3000
29	Objection Slip	10
30	Permanent Advance Disbursement Register	50
31	Personal register	50
32	Receipt Book	100
33	Register of Payments (200 pages)	10
34	RTC	500
35	Sheet Roll	1000
36	Stamp Account Register	10
37	Stock Register (Big)(500 pages)	25
38	Stock Register (Small)(150 pages)(Board Binding)	50
39	TA Bill (Gazetted Officers)	1000
40	TA Bill (Non Gazetted Officers)	1000
41	WPF Register (200 pages)	10