

UNIVERSITY OF KERALA
OFFICE OF THE CAMPUS ADMINISTRATION
KARIAVATTOM, THIRUVANANTHAPURAM
Tele: 0471 – 2308907, 2308614, Fax: 0471 – 2308614
E-mail – jr.ca.uok@gmail.com, www.keralauniversity.ac.in

Form of Tender-cum-Auction

(For the sale of Acacia & Miscellaneous trees in South and North Block of Kerala University Campus, Kariavattom)

No. C A/Admn/03/467/2016

Date: 05.12.2016

Date and Time of Tender submission : 21.12.2016 Up to 5:00 pm

Auction & Opening of Tender documents : From 11 am on 22.12.2016

Place of tender -cum- Auction : Kerala University Campus, Kariavattom

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NOTICE INVITING TENDER CUM AUCTION

(For the sale of Acacia & Miscellaneous trees in South and North Block of Kerala University Campus, Kariavattom)

1. Sealed tenders are invited from Industries/firms/Individuals desirous of purchasing Acacia and Miscellaneous trees (267 nos.) in North and South block of Kerala University Campus, Kariavattom. There will be an open auction of trees at **11 am on 22.12.2016**. For the details of the trees and location contact the office of the Joint Registrar, Campus Administration, Kariavattom, Phone – 0471 – 2308907.
2. The trees are predominantly, **Acacia and Miscellaneous trees**
3. Cost of tender form is Rs 200 + VAT (5%)
4. Bid security(EMD)to be remitted is Rs 25,000/-(Rupees Twenty Five Thousand only)
6. Tender documents can be downloaded from the website of Kerala University, www.keralauniversity.ac.in and completed documents together with cost of tender form and EMD amount in the form of separate DD drawn in favour of the Deputy Registrar, University of Kerala from SBT / SBI payable at Kariavattom, can be submitted or sent by Registered post /Speed post only to the Joint Registrar, University of Kerala, kariavattom – 695 581 so as to reach the office on or before **5:00 pm on 21.12.2016**
8. The successful bidder has to be clear the site within 30 days.
7. The tender documents completed in all respects should be put in A4-size envelope sealed and super scribed with the following.

TENDER FOR PURCHASE OF ACACIA AND MISCELLANEOUS TREES IN THE SOUTH AND NORTH BLOCK OF KERALA UNIVERSITY CAMPUS, KARIAVATTOM

JOINT REGISTRAR

TENDER-CUM-AUCTION CONDITIONS

1. The intending tenderers are advised to inspect personally, the area in the University Campus, from which the wood is proposed to be harvested, to know the quality of material, location and terrain, for which they intend to submit tenders and satisfy themselves.
2. The act of submitting a tender is deemed to be completed with the unreserved acceptance of the terms and conditions of tender and the conditions of agreement in the format attached to the tender document.
3. The successful bidder/auctioneer is required to cut down the trees and clear the site within a period of 30 days from the date of execution of agreement at his own arrangements, failing which the amount remitted by the bidder/Auctioneer will stand forfeited and the University shall resort to re-tender
3. **Tenderers are responsible to receive all communications:**

All Tenderers shall, at the time of submitting tenders, furnish their specific and full postal address to which all communications should be sent. The University will not be responsible for the consequences, if any, if communication sent to the address given in the tender, does not reach the tenderer or is returned undelivered. The responsibility to receive promptly, all communications intended to the tenderer rests fully on the tenderer himself.
4. **Tender form, its cost and availability: -**
 - (i) Tender documents can be downloaded from the website of University of Kerala www.keralauniversity.ac.in and completed documents together with cost of tender form and EMD in the form of separate DD drawn in favour of the Deputy Registrar, Campus Administration, University Kerala from SBT / SBI payable at Kariavattom, can also be submitted up to the specified time.
 - (ii) The cost of tender form and tax is not refundable under any circumstances.
5. **Earnest Money Deposit**
 - i) Bid security (EMD) is to be remitted Rs. 25000/- (Rupees Twenty Five Thousand Only)

- ii) EMD can be remitted in the form of Demand Draft drawn in favour of “The Deputy Registrar(Campus Administration), University of Kerala, payable at Kariavattom”.
- iii) Tenders not accompanied by EMD will be summarily rejected
- iv) The EMD will be returned to all the unsuccessful tenderers except that of second highest, as soon as the tender cum- auction is over. The EMD of the highest tenderer will be retained as security deposit.
- v) No interest shall be payable on the EMD.

6. Sale Value of Acacia & Miscellaneous Trees to be tendered.

The tenderers shall quote/offer the purchase price in rupees by filling the price bid format for the standing trees at the site. The lump sum amount offered shall be written both in figures and words.

7. Difference between the amount given in figures and amount given in words.

In case of difference between the amounts given in figures and that given in words in any tender, the amount given in words will be taken as final.

8. Sales Tax / Kerala VAT /FDT /IT

VAT and other taxes as applicable or modified from time to time shall be paid by the purchaser as per the provisions of the Kerala Value Added Tax Act and the Rules and any other such rules made there under by the Government in addition to the rate quoted. This amount shall be remitted by the purchaser at the time of execution of agreement.

9. Signing of tender: -

The tender form shall be signed by the tenderer on each page.

10. Submission of the tenders:

Tenders completed in all respects in respect of the plantation shall be put in a closed and sealed envelope as prescribed in the notice inviting tender and may be presented or sent by Registered post /Speed post only to the Joint Registrar(Campus Administration),

University of Kerala, Kariavattom – 695 581 so as to reach the office on or before 5:00 pm on 21.12.2016

11. Invalid Tenders:

Conditional tender or tenders sent by Telegram or tenders sent otherwise that as laid down herein shall be treated as invalid and will not be considered. Tender not properly filled in or not signed will be treated as invalid. The decision of Registrar, University of Kerala, Thiruvananthapuram or any officer authorized by him in this regard will be final.

12. Auction of the Produce.

Auction of the trees will be conducted at 11:00 A.M on 22.12.2016 in the Office of the Joint Registrar, Campus Administration, before opening of Tenders, in the presence of such bidders who remitted EMD as per conditions laid down herein.

13. Acceptance of Conditions of Tender-cum- Auction.

Those who have not submitted the Tender form as sealed tender should sign the consent statement in the tender form and submit it to the officer who conducts the auction as a token of acceptance of the auction conditions.

14. EMD for participating in Auction:

Those who have not submitted the tender form and are taking part in the auction shall submit a DD for Rs. 25, 000/- (Rupees Twenty Five Thousand only) as EMD

15. Photo identity proof of the person taking part in the auction is compulsory. Certificate from the concerned Village Officer who certifies the address and photo & signature or attested copy of voters identity card / Passport / Adhar Card/Driving Licence will be accepted.

16. Tenderers who have remitted EMD as above for participating in the tender need not remit further EMD to participate in the auction.

17. The minimum amount of increase in bidding in the auction will be Rs.1000/-

18. At the end of the auction of the trees, bidder in whose name the auction would be knocked down has to sign in the Auction Register in token of acceptance of the bid.

19. The Officer conducting the auction has got the right of

(i) accepting/rejecting the EMD of any bidders without assigning any reason.

(ii) barring any prospective bidder who if seems have acted/acting against the interest of the University from taking part in the auction.

20. Opening of Tenders.

On completion of Auction, Tenders will be opened on the same day by the Registrar or his Authorized Officer in the presence of those tenderers who choose to be present at the time of opening of the tenders. After opening the tender, if the highest rate in the tender is found to be more than the highest auction price then the tender rate will be considered and if tender rate is less than the auction price, auction price will be considered for acceptance of the offer.

21. Auctioning Officer's decision to be final:

In case of any dispute that may arise in the context of Auction or opening of tenders, the decision of the Registrar, University of Kerala or his Authorized Officer who is conducting the auction shall be final.

22. Equal amounts:

If equal acceptable amounts are offered by more than one tenderer for the trees, the matter will be decided by negotiations or by drawing the lots, in the presence of such tenderers as decided by the Registrar /Joint Registrar.

23. Acceptance of Tender Notice/Agreement Conditions:

All the prospective bidders / Tenderers at the time of Auction/submission of tenders shall sign an undertaking in token of having read and, accepted the conditions of the tender notice/agreement conditions before the auction/tenders. However the act of signing on the "Form of tender" entails that the tenderers have read and accepted the conditions of the tender notice/agreement conditions at the time of submitting of the tenders.

24. Remittance of part value on the date of tender-cum-auction:

(i). The successful tenderers/bidders who have quoted the highest amount for cutting and removing the trees will have to remit 1/3rd of the sale value subject to a maximum amount of Rs 5 lakhs by Cash/DD drawn in favour of the Deputy Registrar (Campus Administration), University of Kerala, Kariavattom, payable at Kariavattom, immediately on the date of sale. Balance amount of the sale value as per the highest bid amount is to be remitted within 7 days of the date of tender-cum-auction. If the

7th day happens to be a holiday, the amount can be remitted on the next working day.

(ii). If the successful tenderer fails to remit the part value as above, the tender will be canceled, amount remitted forfeited to the University and the trees resold at the risk and loss of the defaulted tenderer by tender cum auction or any other method.

25. Acceptance or otherwise of tenders:

The acceptance of tender/auction is subject to confirmation by the Registrar, University of Kerala, who may confirm or reject any auction/tender, including the highest auction bid/tender, without assigning any reasons thereof. His decision in this respect shall be final. Mere acceptance of bid/opening of tenders by the officer cannot be deemed as acceptance of the auction bid/tender, unless it is confirmed by the competent authority.

26. Cancellation of Order of Confirmation

The Registrar shall cancel the Order of Confirmation, if the Purchaser fails to complete the formalities prescribed and execute the agreement within the time allowed, after forfeiting all the money paid by the purchaser.

27. Consequences on cancellation of Order of Confirmation of the Purchaser.

The cancellation shall be effective from the date of the order. The Order would be communicated either by Registered Post or Personal delivery. Upon the Cancellation of the confirmation, the EMD and part value will be forfeited and the unit shall be put to resale or allotted to the next highest tenderer/bidder at the discretion of the Registrar, at the risk and loss of the Purchaser

28. Execution of Agreement:

(i) The Purchaser shall execute an agreement incorporating the conditions given in the tender notice, within 7 (Seven) days from the date of order of confirmation of tender/auction.

(ii) The terms and conditions of agreement with the purchaser shall be as specified in the “Terms and Conditions of Agreement”. The Registrar or any other officer authorized by him shall be the authority competent to enter into agreement with the purchaser on behalf of the University of Kerala.

(iii) The agreement shall be executed on a non-judicial stamp paper of a value of Rs.200/- or at the value of the higher rate stipulated under the Kerala Stamp Act. All the costs of stamp, etc., necessary for execution of agreement shall be borne by the Purchaser. Deficit payment of stamp value if any, found at a later date is liable for recovery from the Purchaser. The University of Kerala shall not be the party in whatsoever manner with regard to the deficit payment of stamp duty if any, occasioned and the Purchaser is solely liable for payment of differential amount/value thereof.

29. Payment of Balance Sale Amount.

(i). The contractor having paid 1/3 sale value shall pay the balance value within 7 days from the date of auction cum tender.

(ii) Failure to remit the above will entail cancellation of the contract and forfeiture of all money paid by the contractor to the University till then, and all produce remaining in the contract area. The right thus canceled will be re-sold at the risk and loss of the contractor.

30. Purchaser responsible for receiving notices for payment:

The purchaser shall make his own arrangements to receive the notice/Invoices for payments and other communications in person or through his authorized agent and shall furnish the correct postal address at which notices and other communications can be sent. If the same are received back un-served or undelivered, it will be construed that such notices or communications are deemed to have been served on the purchaser.

31. The officer auctioning/opening the tenders may also announce any new or fresh conditions of auction/tender, before commencement of auction/opening of the tenders, which will be binding on the Tenderers/Auctioneers.

32. All disputes arising out of or in any way connected with this sale shall be deemed to have arisen in Thiruvananthapuram and within the jurisdiction of the Court at Thiruvananthapuram , which court shall determine such disputes.

UNDERTAKING.

I have read the tender-cum-auction conditions and attached agreement conditions as per notification No:CA/Admn/03/467/2016 dt. 05.12.2016 and understood them. I have visited the plantations detailed in the schedule and satisfied myself of the quality of material and understood the locality and terrain for which I intend to participate in this tender-cum-auction and I hereby agree to abide by all the terms and conditions and in case any loss occurred to the University due to any failure in observing the conditions in the Tender / Agreement by us /me, such loss can be recovered from me.

Place:

Signature:

Date:

Name & Address:

CERTIFICATE

I hereby certify that I have read the tender notice and agreement conditions in the tender notice issued vide Kerala University. Ref: No:CA/Admn/03/467/2016 dt. 05.12.2016 and understood the contents of the same. I agree to abide by these tender notice and agreement conditions and the offer as made above is subject to the said conditions, for which I bind myself.

Place:

SIGNATURE

Date:

Name in full.....

ADDRESS:

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(For the sale of Acacia & Miscellaneous trees in South Blok of
Kerala University Campus, Kariavattom)

Ref. No. C A/Admn/03/467/2016

Date:-

FINANCIAL BID

- I. Name of the tenderer:
- II. Full Postal Address:
- III. Details of EMD paid Rs.....
 - (a) D.D. No.&Date:
 - (b) Name of the Bank:

Sl.N o	Name of Plantation	Amount offered (Rs) (in figures)	Amount offered in words
1	Acacia&Miscellaneous trees in south & North Block of Kariavattom Campus	Rs.....	Rs.....

Signature of the bidder:

Name and address :