



POLICE



DEPARTMENT

KERALA

No. E1-28479/2025/KEPA

Kerala Police Academy,
Thrissur

Ramavarmapuram

✉dirkepa.pol@kerala.gov.in

☎04872328770

Dated. 07-12-2025

QUOTATION NOTICE

1	Quotation Number	149/2025-26
2	Due date and time for receipt of quotations	15.12.2025 3.00 PM
3	Date and time for opening of quotations	15.12.2025 3.30 PM
4	Date up to which the rates are to remain firm for acceptance	15.02.2026
5	Designation and address of officer to whom The quotation is to be addressed	Director ,Kerala Police Academy, Thrissur
6	Superscription: Quotation for the purchase of Stationery articles to AIPDM 2025	
7	<p>Specification:-</p> <ol style="list-style-type: none">1.ARTLINE STAMPAD -4 NOS2.LINC UNI UB 157-5 NOS3.KN NO.10 PIN (B)-10 NOS4.KN NO.10 STAPLER (B)-6 NOS5.BINDER CLIP 25 MM-2 NOS6.BINDER CLIP 51 MM-2 NOS7.UNO. ULTRON 2X BALL PEN-75 NOS8.FABER CORRECTION PEN-6 NOS9. LATEX DIPPED R BAND 50 GM-6 NOS10. CLOTH ENV.9X6-20 NOS11.CLOTH ENV.18X14-20 NOS12. CLOTH ENV.12X10-30 NOS13.KRAFT ENV.10X4-50 NOS14.KRAFT ENV.12X5-50 NOS15.BROWN PAPAER LAMINA SHEET-50 NOS16.LUXAR CD MARKER-6 NOS17.AJANTA STEEL SCALE 12 CROSS-6 NOS18. RUBBER-6 NOS19. DOMS PFENC:II X160-2 NOS	



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19. DEMO LENS 2 NOS
 20. CAMEL CARBON-1 NO
 21. TNPL A4 80 GSM PAPER-2 NOS
 22. MAD. QR PAPER SPB PLANE-1 NO
 23. AARPEE EXAM PAD EP001-6 NOS
 24. MAGNI. COMPASS BLUE STEEL BIG-4 NOS
 25. OMEGA LENS -4 NOS
 26. SEALING WAX (RED RESIN WAX) -12 NOS
 27. FEVICOL 50 GM -6 NOS
 28. GUM -6 NOS
 29. FEVI STIC 25 GM -6 NOS
 30. FEVI KWIK 1 GM -1 NOS
 31. FLEX GUM 20GM-1 NO
 32. ADHESIVE CELLO-6 NOS
 33. ADHESIVE CELLO-6 NOS
 34. OMEGA TAP DISPENSER -6 NOS
 35. BOPP TAPE 3-1 NO
 36. 3M D.SIDE 12 MMX4 MTR -4 NOS
 37. ODDY GEM CLIP -2 NOS
 38. JUGNU GEM CLIP 35MM (steel)-1 NO
 39. STYLE PIN-1 NO
 40. REDDISIN SCISSORS D-88/BN 100-6 NOS
 41. ODDY RE STICK NOTE 4 COL-10 NOS
 42. ROYAL TISSUE BOX-5 NOS
 43. LOCK COVER 3X4-1 NO
 44. LOCK COVER 8X10-1 NO
 45. LOCK COVER 10 X 12-1 NO
 46. TORCH DL 42-5 NOS
 47. EPSON INK 003 -2 NOS
 48. COL CARD 180 GSM-34 NOS
 49. SD CARD-6 NOS

Sealed quotations are invited for the Quotation for the purchase of Stationery articles to AIPDM 2025 . The quoted amount should be inclusive of supply, installation and all charges including taxes, cess etc. The necessary superscription, due date for the receipt of quotations, the date up to which the rates will have to remain firm for acceptance and the name and address of officer to whom the quotation is to be sent are noted above. Any quotation received after the time fixed on the due date is liable to be rejected. The maximum period required for delivery of the articles should also be mentioned. Quotations not stipulating period of firmness and with price variation clause and/or 'subject to prior sale' condition are liable to be rejected. The acceptance of the quotations will be subject to the following conditions:

1. Acceptance of the quotation constitutes a concluded contract. Nevertheless, the successful tenderer must within a fortnight after the acceptance of his quotation furnish 5 percent of the amount of the contract as security deposit and execute an agreement at his own cost for the satisfactory fulfilment of the contract, if so required.
2. Withdrawal from the quotation after it is accepted or failure to supply within a specified



time or according to specifications will entail cancellation of the order and purchases being made at the offeror's expenses from elsewhere, any loss incurred thereby being payable by the defaulting party. In such an event the Government reserves also the right to remove the defaulter's name from the list of Government suppliers permanently or for a specified number of years .

3. No representation for enhancement of price once accepted will be considered during the currency of the contract.

4. Any attempt on the part of tenderer or their agents to influence the Officers concerned in their favour by personal canvassing will disqualify the tenderers. In their favour by personal canvassing will disqualify the tenderers.

5. If any license or permit is required, tenderers must specify in their quotation and also state the authority to whom application is to be made. 6. In cases where a successful tenderer, after having made partial supplies fails to fulfil the contracts in full, all or any of the materials not supplied may, at the discretion of the Purchasing Officer be purchased by means of another tender/ quotation or by negotiation or from the next higher tenderer who had offered to supply already and the loss, if any, caused to the Government shall thereby together with such sums as may be fixed by the Government towards damages be recovered from the defaulting tenderer.

7. Even in cases 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 rate shown in the tender of the defaulter shall be forfeited and balance alone shall be refunded.

8. Any sum of money due and payable to the contractor (including Security Deposit returnable to him) under this contract may be appropriated by the Purchasing Officer or Government or any other person authorized by Government and set off against any claim of the Purchasing Officer or Government for the payment of a sum of money arising out of or under any other contract made by the contractor with the Purchasing officer or Government or any other person authorized by Government.

9. The prices quoted should be inclusive of all taxes, duties, cesses, etc., which are or may become payable by the contractor under existing or future laws or rules of the country of origin/supply or delivery during the course of execution of the contract.

10.(a) Ordinarily payments will be made only after the supplies are actually verified and taken to stock but in exceptional cases, payments against satisfactory shipping documents including certificates of Insurance will be made up to 90 per cent of the value of the materials at the discretion of Government. Bank charges incurred in connection with payment against documents through bank will be to the account of the contractor. The firms will produce stamped pre-receipted invoices in all cases where payments (advance/final) for release of railway receipts/shipping documents are made through Banks. In exceptional cases where the stamped receipts of the firms are not received for the payments (in advance) the unstamped receipt of the Bank (i.e. counterfoils of pay slips issued by the Bank) alone may be accepted as a valid proof for the payment made.

(b) The tenderers shall quote also the percentage of rebate (discount) offered by them in case the payment is made promptly within fifteen days/within one month of taking delivery of stores.

11. Any sum of money due and payable to the successful tenderer or contractor from Government shall be adjusted against any sum of money due to Government from him under any other contracts.

12. Special conditions, if any, printed on the quotation sheets of the tenderer or attached with the tender will not be applicable to the contract unless they are expressly accepted in writing by the purchases.



SETHURAMAN K IPS
Director KEPA

To : All Officers in KEPA, Thrissur for wide publicity
Copy To : 1) In-Charge Officer, QM Office, KEPA for urgent necessary action. He will take urgent action for wide publicity and for obtaining & submitting sufficient



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number of sealed quotations. 2) Duty Officer,Duty Office,KEPA for giving wide publicity



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