2022/6350/HQ   30.08.2025

Tender

Containing General conditions of contract for the supply of Computer Consumables for a period of One year (contract) to Kerala Institute of Local Administration, Mulamkunnathkavu , Thrissur 680581.

	Particulars	Details
1	Cost of Tender Form	₹1,000 + 18% GST= ₹ 1180/-
2	Earnest Money Deposit (EMD)	₹5,000/-
3	Security Deposit	₹25,000/-
4	Tender Publishing Date	01/09/2025
5	Last Date of Sale of Tender Form	17/09/2025, 11:00 PM
6	Last Date of Receipt of Tender	17/09/2025, 12:00 PM
7	Date of Opening Tender	17/09/2025, 3:30 PM
8	Address for Submission	The Director, Kerala Institute of Local Administration (KILA), Mulamkunnathukavu P.O., Thrissur – 680581

(To be filled in by the Tenderer)

Name and Address of tenderer (in full) : Phone Number   :
EMD amount   :
DD No. and date   :
Submitted on   :

Signature of Tenderer:
Sign
Seal

K.F.C. FORM 14
(See Chapter VII, Article 143)

* This is a computer generated document. Hence no signature is required.

ANNEXURE:1

Sl no	Item
1	Brother TNB021 Toner Catridge - Genuine
2	Brother DRB021 Drum Catridge - Genuine
3	HP Laserjet Toner Catridge (28A) - genuine
4	HP Laserjet Toner Catridge (30A) - genuine
5	HP Laserjet Imaging Drum (32A) - genuine
6	HP Laserjet Toner catridge (78A) - genuine
7	HP Laserjet Toner Catridge (87A) - genuine
8	HP Laserjet Toner Catridge (88A) - genuine
9	Inkcatridge - T00V1 Black - genuine
10	Inkcatridge - T00V2 Cyan - genuine
11	Inkcatridge - T00V3 Magenta - genuine
12	Inkcatridge - T00V4 Yellow - genuine
13	Black Inkcatridge for Epson L6270 - genuine
14	Cyan Inkcatridge for Epson L6270 -genuine
15	Magenta Inkcatridge for Epson L6270 - genuine
16	Yellow Inkcatridge for Epson L6270 - genuine
17	Black Ink Pack for Epson WF-C5890 - genuine
18	Cyan Ink Pack for Epson WF-C5890 - genuine
19	Magenta Ink Pack for Epson WF-C5890 - genuine
20	Yellow Ink Pack for Epson WF-C5890 - genuine
21	DVD-R
22	USB Flash Drive with USB 3.0 - 32 Gb (Sandisk/Kingston)
23	USB Flash Drive with USB 3.0 - 64 Gb (Sandisk/Kingston)
24	USB Flash Drive with USB 3.0 - 128 Gb (Sandisk/Kingston)
25	Portable Hard disk – 1 Tb (Seagate/WD)
26	Portable Hard disk – 2 Tb (Seagate/WD)
27	Optical Scroll Mouse (USB) (Dell/HP/Logitech/Microsoft)
28	Multimedia Keyboard (Dell/HP/Logitech/Microsoft)
29	Wireless Keyboard and Mouse Combo (Logitech/Targus/Dell/HP/Microsoft)
30	Wireless Mouse (Logitech/Targus/Dell/HP/Microsoft)
31	USB C Mobile Adapter - DA 310 (Dell)
32	HDMI Splitter - 1 input to Minimum 4 output
33	HDMI Splitter - 1 input to Minimum 8 output
34	HDMI Switcher - 3 Input to 1 output
35	CD holder Bag - 2 layer
36	2.5 inch Hard Disk CASE for external hard disk
37	High quality Backpack for laptop (HP/Dell/Wildcraft/Targus) - original
38	Kaspersky Premium Plan 3 User with ONE year licence
39	Targus Laptop cable Kensington lock with number lock system
40	Laptop wedge shaped lock with number lock system

Sl no	Item
41	Network crimping kit with all tools (Dlink/Bestnet)
42	Network punching tool (Dlink/Bestnet)
43	Network Cable tester (Dlink/Bestnet)
44	HDMI Cable - 5m (Belkin/BAFO/NT/Bluerigger/CADYCE)
45	HDMI Cable - 15m (Belkin/BAFO/NT/Bluerigger/CADYCE)
46	High Speed HDMI Cable - CL3 Rated for in-Wall Installation - Supports 3D & Audio Return (100 Feet / 30 Meters) with Built-in Signal Booster (Bluerigger/CADYCE)
47	8 socket surge protector - Belkin / Portronics Power Plate 7
48	Portronics Power Plate 23, 8 Universal Sockets	18W USB MACH	20W Type-C Fast Charging	12W USB Charging or Equivalent or higher
49	CMOS Battery - Panasonic
50	MS Office (Home and Student 2024 or higher) for Mac Operating System
51	Corded Landline Phone with Speaker Phone (Beetel M78 / Panasonic)
52	Nylon Cable Tie (2.5 x 100 mm) - 1 packet of 100 piece
53	Nylon Cable Tie (3.2 x 200 mm) - 1 packet of 100 piece
54	Cable Ties with Label Marker Self Locking Tag Sign for Ethernet RJ45 RJ12 Wire - 100 Pieces a Pack
55	High Speed 7 ports usb hub 3.0 or higher - TP Link UH700
56	Screen Cleaning Kit for Laptop
57	Sennheiser PC 8 USB Wired Headset With Mic
58	USB to 3.5mm Mic and Speaker Adaptor (Vention)
59	USB Type C to 3.5mm Mic ,Speaker Converter Adaptor
60	Creative Pebble 2.0	USB-Powered Desktop Speakers (Black)
61	Multimedia 2.1 Speaker (Creative/Logitech)
62	Logitech C922 Pro Stream Webcam Webcam
63	Wireless Presenter (Logitech/Targus)
64	Tp-Link Archer BE400 Dual-Band Wi-Fi 7 Router
65	Tp-Link Archer AX72 Pro Dual-Band Gigabit Wi-Fi 6 Router
66	ASUS RT-AX53U Dual Band WiFi 6 (802.11ax) Router
67	ASUS RT-AX82U Dual Band WiFi 6 (802.11ax) Router
68	CAT 6 cable - (DLINK/Bestnet) (per meter charge)
69	CAT6 RJ45 jack - (DLINK/Bestnet) - per jack price
70	CAT6 Information Outlet Socket with connectors , Face Plate and Back Box (DLINK/Legrand/Schnider)
71	Tp-Link Archer T4U Plus AC1300 Dual Antennas High-Gain Wireless USB Adapter
72	Tp-Link UE302C USB Type-C to 2.5 Gigabit Ethernet Network Adapter
73	Tp-Link Archer TX50UH AX3000 High Gain Wireless USB Adapter
74	Tp-Link UH9120C USB Type-C 9 in 1 Hub
75	Tp-Link UH720 USB 3.0 7-Port Hub with 2 Charging Ports
76	Tp-Link Omada MC200CM Gigabit Multi-Mode Media Converter

Sl no	Item
77	Tp-Link Omada MC210CS Gigabit Single-Mode Media Converter
78	TP-Link Omada MC220L Gigabit SFP Media Converter
79	TP-Link Omada TL-SM5110-LR 10GBase-LR SFP+ LC Transceiver
80	TP-Link Omada TL-SM5110-SR 10GBase-SR SFP+ LC Transceiver
81	TP-Link Omada POE170S (TL-POE170S) PoE++ Injector
82	TP-Link Omada EAP723 BE5000 Ceiling Mount Wi-Fi 7 Access Point
83	TP-Link Omada TL-R480T+ Load Balance Broadband Router
84	TP-Link Omada CPE710 5GHz AC 867Mbps 23dBi Outdoor CPE
85	10/100/1000 8 port Gigabyte switch (DLink/Cisco)
86	10/100/1000 16 port Gigabyte switch (DLink/Cisco)
87	10/100/1000 24 port Gigabyte switch (DLink/Cisco)
88	D-Link DGS-1008P / TP-Link TL-SG1008P / GIGABIT PoE Switch or equivalent
89	NETGEAR GS728TPv3 — 24-Port Gigabit Ethernet PoE+ Smart Switch with 4 SFP Ports / TP-Link TL-SG1428PE 28-Port Gigabit Easy Smart Switch with 24-Port PoE+ or equivalent
90	Netgear GS728TPPv3 24 Port Gigabit Ethernet PoE+ Smart Switch / TP-Link – Omada SG3428XMPP or equivalent
91	KVM Switch (Dlink/ATEN) for TWO PC Connection
92	HDMI Cable Male to Female Extender Cord (BlueRigger) - 2 meter / 6 feet
93	Type A to Micro USB OTG Pen Drive 64 GB Sandisk or Equivalent
94	Type A to Type C OTG Pendrive 64 GB Sandisk or Equivalent
95	250 GB SSD – Sata/m.2/NVME with minimum Seq Read 540 and Seq Write 510 (WD / Crucial/Segate/Samsung
96	500 GB SSD – Sata/m.2/NVME with minimum Seq Read 540 and Seq Write 510 (WD / Crucial/Segate/Samsung
97	1 TB SSD – Sata/m.2/NVME with minimum Seq Read 540 and Seq Write 510 (WD / Crucial/Segate/Samsung
98	RAM - 16GB DDR4-3200 Laptop Ram
99	RAM - 32GB DDR4-3200 Laptop Ram
100	RAM - 16GB DDR4-3200 Desktop Ram
101	RAM - 32B DDR4-3200 Desktop Ram
102	Network Rack 8U (Netrack/Valrack/Dlink)
103	Desktop SMPS 650W
104	Monitor with HDMI and VGA Port 18.5" - Acer/Dell/HP/Lenovo/LG/Samsung
105	Dlink Web smart Switch DGS - 1210-28 - / TP-Link TL-SG2428 / Netgear GS728T (or GS728TX-100NAS)/ Grandstream GWN7802 - Equivelant or Higher (24 Ethernet Port and 4 Fiber Port)
106	1 TB External SSD - Sandisk /WD/Segate/Crucial with minimum 1050MB/s R, 1000MB/s W Speed
107	2 TB External SSD - Sandisk /WD/Segate/Crucial with minimum 1050MB/s R, 1000MB/s W Speed
108	Panasonic eneloop pro AA Rechargeable Battery, Pack of 4
109	Panasonic eneloop pro AAA Rechargeable Battery, Pack of 4

Sl no	Item
110	DURACELL Ultra Alkaline AA Battery, Pack of 6
111	DURACELL Ultra Alkaline AAA Battery, Pack of 6
112	Panasonic Eneloop BQ-CC55N Advanced, Smart and Quick Charger for AA & AAA Rechargeable Batteries, White
113	SanDisk Extreme Pro 128 GB SDXC Class 10 300 Mbps Memory Card
114	Lexar 2000X 128 GB SDHC Class 10 300 MB/s Memory Card
115	BlueRigger USB Type-C to USB-A 2.0 Male Cable (6 Feet/ 1.8 meter)
116	BlueRigger 60W USB C to USB C Cable (3.3 Feet/ 1 Meter) - PD Fast Charging USB C Cable – Black Braided Type C to Type C Cable
117	BlueRigger Premium USB C 3.1 to HDMI 4K@60Hz Adapter Cable (Thunderbolt 3 Compatible) - 10 feet / 3 meter
118	BlueRigger High Speed Mini HDMI to HDMI converter cable with Ethernet (6 Feet / 1.8 Meters)
119	USB Cable Extender 5 mtr
120	SanDisk Extreme PRO CF express Card Reader
121	Portronics TEZ / Tornado Air Blower equivalent or Higher
122	Portronics 24 in one Screw Driver Set - BIT BOX
123	HTC Instruments HTC-830L+ Digital Multimeter
124	HTC Instrument CM - 2030 Digital Clamp Meter
125	External DVD Writer [Dell / HP]
126	Portronics My Buddy Air Cooling Pad Laptop Stand with 6 Cooling Fans, RGB Lights, 7 Adjustable Heights, Mobile Stand for Upto 17 Inches Laptop
127	Portable for AA/AAA 4 Cell Battery Case/Holder (White Transparent) -Set of 10
128	HP USB-C 65W Laptop Charger and it's power cord
129	V-Guard Envibe Mini UPS for 12 V Wi-Fi Router or equivalent Brand and Model with minimum 1 year warranty
130	APC BX600C/ BX600I UPS 600 230 V Line-interactive Tower Model UPS with Overload Protection 3 Outlet Plugs or Equivalent Models in Same Brand
131	MARX HDMI 30M Extender, High Speed,Supports CAT 5e/CAT 6 Model Number (HE30M)
132	Smart Plug 16A – Wipro
133	Smart Plug 10A – Wipro
134	Soldering Iron KIT
135	Soldering Paste
136	Soldering Wire
137	Orei 4x4 HDMI 4K Matrix Switch/Splitter (4-Input, 4-Output) with Remote Control Supports UltraHD 4K@60Hz 4:4:4, HDR, YUV, HDMI 2.0, HDCP 2.2, 3D, 1080p, 18 GBPS - (UHD-404)
138	Orei 4K UltraHD HDBaseT HDMI Extender Over ethernet, Over CAT 5/6/7 Ethernet Cable - Bi-Directional IR Signal - Power Over Cable - 230 Ft @ 4K 60hz (EX-230UHD), Black
139	Grandstream GWN7672 - Tri-Band Wi-Fi 7 Access Point
140	Taparia WS06 Wire Stripping Plier

Sl no	Item
141	Taparia 1101-6 Steel (165mm) Side Cutting Plier
142	TAPARIA 818 Tester
143	Taparia 1408 Long Needle Nose Mini Plier
144	Taparia UK-3 Steel (19mm) Blade Utility Knife
145	Bosch GO 3.0 Professional Screwdriver Kit with 9 Piece Screwdriver Bit Set
146	MicroATX H370 motherboard with LGA1151 socket, standard 24+4 pin power connectors, and native support for 8th Gen Intel processors (no BIOS update required).
147	Intel Core i3-8100 processor, 8th Gen
148	FSP250-60GHT TFX Power Supply, 250W output, **TFX form factor**, standard 24-pin ATX and 4-pin CPU connectors, supports microATX motherboards. Equivalent models of any brand
149	1.25G SFP Module LC Duplex SM (one Pair) - AE CONNECT AE-SMDG-LC20 / Dlink DEM-310GT / Cisco GLC-LH-SMD / TP-Link TL-SM312LS-20 KM / Grandstream F-SM1310-20KM-1.25G or any other brand with same spec
150	16 Port Gigabit Layer 2+ Managed (PoE+) Network Switches with 4 SFP Ports Brand: Tp-Link/D-Link/Grandstream GWN7802P
151	OFC PATCH CHORD 5M
152	Horizontal Network Cable Manager for Managing Cables to a 24-port network switch in Network Rack - D-Link
153	Cat6 UTP 24 Port Loaded Patch Panel - D-Link

NOTICE INVITING TENDER

KERALA INSTITUTE OF LOCAL ADMINISTRATION (KILA) Mulamkunnathukavu P.O., Thrissur – 680581

Tender No :2022/6350/HQ (PART-I)   **dated:**

Sealed tenders are invited from reputed suppliers for the **Supply of Computer Consumables** for a period of one year at KILA Headquarters, Thrissur.

Tender Schedule:

Particulars	Details
Cost of Tender Form	₹1,000 + 18% GST = ₹1,180/-
Earnest Money Deposit (EMD)	₹5,000/-
Security Deposit	₹25,000/-
Tender Publishing Date	01/09/2025
Last Date of Sale of Tender Form	17/09/2025, 11:00 PM
Last Date of Receipt of Tender	17/09/2025, 12:00 PM
Date of Opening Tender	17/09/2025, 3:30 PM
Address for Submission	The Director General, KILA, Mulamkunnathukavu P.O., Thrissur – 680581

TERMS & CONDITIONS (Brief)

- Tender forms are available at www.kila.ac.in/ KILA office
- Tenders must be received by the due date and time; late or incomplete tenders will be rejected.
- An EMD of **₹5,000/-** must be submitted via Demand Draft in favor of the Director General, KILA, Thrissur. Exemptions may apply as per the Kerala Store Purchase Manual.
- The successful tenderer must execute an agreement on a **₹ 500/- Kerala Stamp Paper** and provide a Security Deposit of **₹25,000/-** within 10 days.
- Tender validity is **90 days** from the date of opening.
- The successful firm must enter into a **One-Year Contract**.
- No rate escalation is permitted during the contract period.
- For further details visit our website,www.kila.ac.in/04872207007.

Sd/-
Director General
Kerala Institute of Local Administration (KILA)

Copy to: System Administrator,Mulamkunnathukavu GP, PRD website, KILA notice board and website .Finance and Accounts Officer KILA.

FORM OF TENDER

Sir,

I/We hereby tender to supply, under the annexed general and special conditions of contract the whole of the articles referred to and described in the attached specification and schedule, or any portion thereof as may be decided by KILA at the rates quoted against each item. The articles will be delivered within the time and at the places specified in the schedule.

I/we/am/are remitting/have separately remitted the required amount of Rs………………………. as earnest money(EMD).

 Yours faithfully,
(Signature) ………………………………
(Address) ……………………………….
Date ………………………

……
……………………………………………………….- To be scored in case where no earnest money deposits is furnished.

Annexure 2

Sl no	Item	Rate/Unit Inclusive of all taxes and other charges
1	Brother TNB021 Toner Catridge - Genuine	
2	Brother DRB021 Drum Catridge - Genuine	
3	HP Laserjet Toner Catridge (28A) - genuine	
4	HP Laserjet Toner Catridge (30A) - genuine	
5	HP Laserjet Imaging Drum (32A) - genuine	
6	HP Laserjet Toner catridge (78A) - genuine	
7	HP Laserjet Toner Catridge (87A) - genuine	
8	HP Laserjet Toner Catridge (88A) - genuine	
9	Inkcatridge - T00V1 Black - genuine	
10	Inkcatridge - T00V2 Cyan - genuine	
11	Inkcatridge - T00V3 Magenta - genuine	
12	Inkcatridge - T00V4 Yellow - genuine	
13	Black Inkcatridge for Epson L6270 - genuine	
14	Cyan Inkcatridge for Epson L6270 -genuine	
15	Magenta Inkcatridge for Epson L6270 - genuine	
16	Yellow Inkcatridge for Epson L6270 - genuine	
17	Black Ink Pack for Epson WF-C5890 - genuine	
18	Cyan Ink Pack for Epson WF-C5890 - genuine	
19	Magenta Ink Pack for Epson WF-C5890 - genuine	
20	Yellow Ink Pack for Epson WF-C5890 - genuine	
21	DVD-R	
22	USB Flash Drive with USB 3.0 - 32 Gb (Sandisk/Kingston)	
23	USB Flash Drive with USB 3.0 - 64 Gb (Sandisk/Kingston)	
24	USB Flash Drive with USB 3.0 - 128 Gb (Sandisk/Kingston)	
25	Portable Hard disk – 1 Tb (Seagate/WD)	
26	Portable Hard disk – 2 Tb (Seagate/WD)	
27	Optical Scroll Mouse (USB) (Dell/HP/Logitech/Microsoft)	
28	Multimedia Keyboard (Dell/HP/Logitech/Microsoft)	
29	Wireless Keyboard and Mouse Combo (Logitech/Targus/Dell/HP/Microsoft)	
30	Wireless Mouse (Logitech/Targus/Dell/HP/Microsoft)	
31	USB C Mobile Adapter - DA 310 (Dell)	
32	HDMI Splitter - 1 input to Minimum 4 output	
33	HDMI Splitter - 1 input to Minimum 8 output	
34	HDMI Switcher - 3 Input to 1 output	

35	CD holder Bag - 2 layer	
36	2.5 inch Hard Disk CASE for external hard disk	
37	High quality Backpack for laptop (HP/Dell/Wildcraft/Targus) - original	
38	Kaspersky Premium Plan 3 User with ONE year licence	
39	Targus Laptop cable Kensington lock with number lock system	
40	Laptop wedge shaped lock with number lock system	
41	Network crimping kit with all tools (Dlink/Bestnet)	
42	Network punching tool (Dlink/Bestnet)	
43	Network Cable tester (Dlink/Bestnet)	
44	HDMI Cable - 5m (Belkin/BAFO/NT/Bluerigger/CADYCE)	
45	HDMI Cable - 15m (Belkin/BAFO/NT/Bluerigger/CADYCE)	
46	High Speed HDMI Cable - CL3 Rated for in-Wall Installation - Supports 3D & Audio Return (100 Feet / 30 Meters) with Built-in Signal Booster (Bluerigger/CADYCE)	
47	8 socket surge protector - Belkin / Portronics Power Plate 7	
48	Portronics Power Plate 23, 8 Universal Sockets	18W USB MACH	20W Type-C Fast Charging	12W USB Charging or Equivalent or higher	
49	CMOS Battery - Panasonic	
50	MS Office (Home and Student 2024 or higher) for Mac Operating System	
51	Corded Landline Phone with Speaker Phone (Beetel M78 / Panasonic)	
52	Nylon Cable Tie (2.5 x 100 mm) - 1 packet of 100 piece	
53	Nylon Cable Tie (3.2 x 200 mm) - 1 packet of 100 piece	
54	Cable Ties with Label Marker Self Locking Tag Sign for Ethernet RJ45 RJ12 Wire - 100 Pieces a Pack	
55	High Speed 7 ports usb hub 3.0 or higher - TP Link UH700	
56	Screen Cleaning Kit for Laptop	
57	Sennheiser PC 8 USB Wired Headset With Mic	
58	USB to 3.5mm Mic and Speaker Adaptor (Vention)	
59	USB Type C to 3.5mm Mic ,Speaker Converter Adaptor	
60	Creative Pebble 2.0	USB-Powered Desktop Speakers (Black)	
61	Multimedia 2.1 Speaker (Creative/Logitech)	
62	Logitech C922 Pro Stream Webcam Webcam	

63	Wireless Presenter (Logitech/Targus)	
64	Tp-Link Archer BE400 Dual-Band Wi-Fi 7 Router	
65	Tp-Link Archer AX72 Pro Dual-Band Gigabit Wi-Fi 6 Router	
66	ASUS RT-AX53U Dual Band WiFi 6 (802.11ax) Router	
67	ASUS RT-AX82U Dual Band WiFi 6 (802.11ax) Router	
68	CAT 6 cable - (DLINK/Bestnet) (per meter charge)	
69	CAT6 RJ45 jack - (DLINK/Bestnet) - per jack price	
70	CAT6 Information Outlet Socket with connectors , Face Plate and Back Box (DLINK/Legrand/Schnider)	
71	Tp-Link Archer T4U Plus AC1300 Dual Antennas High-Gain Wireless USB Adapter	
72	Tp-Link UE302C USB Type-C to 2.5 Gigabit Ethernet Network Adapter	
73	Tp-Link Archer TX50UH AX3000 High Gain Wireless USB Adapter	
74	Tp-Link UH9120C USB Type-C 9 in 1 Hub	
75	Tp-Link UH720 USB 3.0 7-Port Hub with 2 Charging Ports	
76	Tp-Link Omada MC200CM Gigabit Multi-Mode Media Converter	
77	Tp-Link Omada MC210CS Gigabit Single-Mode Media Converter	
78	TP-Link Omada MC220L Gigabit SFP Media Converter	
79	TP-Link Omada TL-SM5110-LR 10GBase-LR SFP+ LC Transceiver	
80	TP-Link Omada TL-SM5110-SR 10GBase-SR SFP+ LC Transceiver	
81	TP-Link Omada POE170S (TL-POE170S) PoE++ Injector	
82	TP-Link Omada EAP723 BE5000 Ceiling Mount Wi-Fi 7 Access Point	
83	TP-Link Omada TL-R480T+ Load Balance Broadband Router	
84	TP-Link Omada CPE710 5GHz AC 867Mbps 23dBi Outdoor CPE	
85	10/100/1000 8 port Gigabyte switch (DLink/Cisco)	
86	10/100/1000 16 port Gigabyte switch (DLink/Cisco)	
87	10/100/1000 24 port Gigabyte switch (DLink/Cisco)	
88	D-Link DGS-1008P / TP-Link TL-SG1008P / GIGABIT PoE Switch or equivalent	
89	NETGEAR GS728TPv3 — 24-Port Gigabit Ethernet PoE+ Smart Switch with 4 SFP Ports / TP-Link TL-	

	SG1428PE 28-Port Gigabit Easy Smart Switch with 24-Port PoE+ or equivalent	
90	Netgear GS728TPPv3 24 Port Gigabit Ethernet PoE+ Smart Switch / TP-Link – Omada SG3428XMPP or equivalent	
91	KVM Switch (Dlink/ATEN) for TWO PC Connection	
92	HDMI Cable Male to Female Extender Cord (BlueRigger) - 2 meter / 6 feet	
93	Type A to Micro USB OTG Pen Drive 64 GB Sandisk or Equivalent	
94	Type A to Type C OTG Pendrive 64 GB Sandisk or Equivalent	
95	250 GB SSD – Sata/m.2/NVME with minimum Seq Read 540 and Seq Write 510 (WD / Crucial/Segate/Samsung	
96	500 GB SSD – Sata/m.2/NVME with minimum Seq Read 540 and Seq Write 510 (WD / Crucial/Segate/Samsung	
97	1 TB SSD – Sata/m.2/NVME with minimum Seq Read 540 and Seq Write 510 (WD / Crucial/Segate/Samsung	
98	RAM - 16GB DDR4-3200 Laptop Ram	
99	RAM - 32GB DDR4-3200 Laptop Ram	
100	RAM - 16GB DDR4-3200 Desktop Ram	
101	RAM - 32B DDR4-3200 Desktop Ram	
102	Network Rack 8U (Netrack/Valrack/Dlink)	
103	Desktop SMPS 650W	
104	Monitor with HDMI and VGA Port 18.5" - Acer/Dell/HP/Lenovo/LG/Samsung	
105	Dlink Web smart Switch DGS - 1210-28 - / TP-Link TL-SG2428 / Netgear GS728T (or GS728TX-100NAS)/ Grandstream GWN7802 - Equivelant or Higher (24 Ethernet Port and 4 Fiber Port)	
106	1 TB External SSD - Sandisk /WD/Segate/Crucial with minimum 1050MB/s R, 1000MB/s W Speed	
107	2 TB External SSD - Sandisk /WD/Segate/Crucial with minimum 1050MB/s R, 1000MB/s W Speed	
108	Panasonic eneloop pro AA Rechargeable Battery, Pack of 4	
109	Panasonic eneloop pro AAA Rechargeable Battery, Pack of 4	
110	DURACELL Ultra Alkaline AA Battery, Pack of 6	
111	DURACELL Ultra Alkaline AAA Battery, Pack of 6	
112	Panasonic Eneloop BQ-CC55N Advanced, Smart and Quick Charger for AA & AAA Rechargeable Batteries, White	

113	SanDisk Extreme Pro 128 GB SDXC Class 10 300 Mbps Memory Card	
114	Lexar 2000X 128 GB SDHC Class 10 300 MB/s Memory Card	
115	BlueRigger USB Type-C to USB-A 2.0 Male Cable (6 Feet/ 1.8 meter)	
116	BlueRigger 60W USB C to USB C Cable (3.3 Feet/ 1 Meter) - PD Fast Charging USB C Cable – Black Braided Type C to Type C Cable	
117	BlueRigger Premium USB C 3.1 to HDMI 4K@60Hz Adapter Cable (Thunderbolt 3 Compatible) - 10 feet / 3 meter	
118	BlueRigger High Speed Mini HDMI to HDMI converter cable with Ethernet (6 Feet / 1.8 Meters)	
119	USB Cable Extender 5 mtr	
120	SanDisk Extreme PRO CF express Card Reader	
121	Portronics TEZ / Tornado Air Blower equivalent or Higher	
122	Portronics 24 in one Screw Driver Set - BIT BOX	
123	HTC Instruments HTC-830L+ Digital Multimeter	
124	HTC Instrument CM - 2030 Digital Clamp Meter	
125	External DVD Writer [Dell / HP]	
126	Portronics My Buddy Air Cooling Pad Laptop Stand with 6 Cooling Fans, RGB Lights, 7 Adjustable Heights, Mobile Stand for Upto 17 Inches Laptop	
127	Portable for AA/AAA 4 Cell Battery Case/Holder (White Transparent) -Set of 10	
128	HP USB-C 65W Laptop Charger and it's power cord	
129	V-Guard Envibe Mini UPS for 12 V Wi-Fi Router or equivalent Brand and Model with minimum 1 year warranty	
130	APC BX600C/ BX600I UPS 600 230 V Line-interactive Tower Model UPS with Overload Protection 3 Outlet Plugs or Equivalent Models in Same Brand	
131	MARX HDMI 30M Extender, High Speed,Supports CAT 5e/CAT 6 Model Number (HE30M)	
132	Smart Plug 16A – Wipro	
133	Smart Plug 10A – Wipro	
134	Soldering Iron KIT	
135	Soldering Paste	
136	Soldering Wire	
137	Orei 4x4 HDMI 4K Matrix Switch/Splitter (4-Input, 4-Output) with Remote Control Supports UltraHD 4K@60Hz 4:4:4, HDR, YUV, HDMI 2.0, HDCP 2.2, 3D, 1080p, 18 GBPS - (UHD-404)	

138	Orei 4K UltraHD HDBaseT HDMI Extender Over ethernet, Over CAT 5/6/7 Ethernet Cable - Bi-Directional IR Signal - Power Over Cable - 230 Ft @ 4K 60hz (EX-230UHD), Black	
139	Grandstream GWN7672 - Tri-Band Wi-Fi 7 Access Point	
140	Taparia WS06 Wire Stripping Plier	
141	Taparia 1101-6 Steel (165mm) Side Cutting Plier	
142	TAPARIA 818 Tester	
143	Taparia 1408 Long Needle Nose Mini Plier	
144	Taparia UK-3 Steel (19mm) Blade Utility Knife	
145	Bosch GO 3.0 Professional Screwdriver Kit with 9 Piece Screwdriver Bit Set	
146	MicroATX H370 motherboard with LGA1151 socket, standard 24+4 pin power connectors, and native support for 8th Gen Intel processors (no BIOS update required).	
147	Intel Core i3-8100 processor, 8th Gen	
148	FSP250-60GHT TFX Power Supply, 250W output, **TFX form factor**, standard 24-pin ATX and 4-pin CPU connectors, supports microATX motherboards. Equivalent models of any brand	
149	1.25G SFP Module LC Duplex SM (one Pair) - AE CONNECT AE-SMDG-LC20 / Dlink DEM-310GT / Cisco GLC-LH-SMD / TP-Link TL-SM312LS-20 KM / Grandstream F-SM1310-20KM-1.25G or any other brand with same spec	
150	16 Port Gigabit Layer 2+ Managed (PoE+) Network Switches with 4 SFP Ports Brand: Tp-Link/D-Link/Grandstream GWN7802P	
151	OFC PATCH CHORD 5M	
152	Horizontal Network Cable Manager for Managing Cables to a 24-port network switch in Network Rack - D-Link	
153	Cat6 UTP 24 Port Loaded Patch Panel - D-Link	
	Total Amount	

"I/We hereby declare that I/We have carefully read and understood all the terms and conditions of the tender. I/We agree to abide by the same and undertake to comply with all requirements stipulated in the tender document. I/We further declare that the information and documents submitted by me/us are true and correct to the best of my/our knowledge, and any misrepresentation or suppression of facts shall render the tender liable for rejection. I/We also agree that the decision of the Tender Inviting Authority shall be final and binding in all matters relating to this tender."

Sign &Seal.

TERMS AND CONDITIONS:

1. Submission of Tender

- The tender should be addressed to The Director General, Kerala Institute of Local Administration (KILA), Mulamkunnathukavu, Thrissur – 680581, in a sealed cover.
- The envelope must be super scribed with the tender number and the title:"TENDER FOR SUPPLY OF COMPUTER CONSUMABLES FOR A PERIOD OF ONE YEAR"

2. Tender Forms

- Tenders should be submitted only in the prescribed form, available from the office mentioned below, on payment of the prescribed fee.
- Tender Form Cost once paid is non-refundable.
- Tenders not submitted in the prescribed form will be rejected.
- Rates should be quoted only in Indian currency. Tenders in other currencies will not be accepted.

3. Receipt of Tender

- Tenderers should ensure that their tender reaches the officer mentioned below before the due date and time.
- Late tenders will not be accepted.
- Tenders with price variation clauses or "subject to prior sale" conditions will be rejected.

4. Earnest Money Deposit (EMD)
(a) For Unregistered Firms

- Earnest Money of ₹5,000/- should accompany the tender.
- Payment should be made through Crossed Demand Draft in favour of Director General, KILA, Thrissur, payable at Thrissur.
- Cheques will not be accepted.
- EMD of unsuccessful tenderers will be returned after settlement.
- EMD of the successful tenderer will be adjusted towards the Security Deposit.
- No interest will be paid on the EMD.

(b) For Registered Firms

- Firms registered with the Stores Purchase Department (Government of Kerala) are generally exempted from furnishing EMD for articles for which they are registered.
- If registered firms tender for other items, EMD must be submitted.
- The Registration Number allotted by the Stores Purchase Department should be

quoted in every tender.

(c) Exemptions

- SSI, Cottage Industries, Industrial Co-operatives (certified by the Director/Regional Joint Directors of Industries and Commerce).
- Khadi & Village Industries Co-operatives and institutions under the Literary, Scientific & Charitable Societies Act financed by the Kerala Khadi & Village Industries Board (certified by the Secretary, Kerala Khadi & Village Industries Board).
- Small Scale Industrial Units sponsored by NSIC, New Delhi with valid competency certificates.
- EMD exemption will be as per the latest Kerala Store Purchase Manual.

(d) Exceptions

- Exemptions do not apply to tenders for raw materials, dietary articles, or rate/running contract supplies.

5. Opening of Tender.

- Tenders will be opened at the appointed date and time in the office of the undersigned in the presence of tenderers or their representatives.

6. Withdrawal & Delivery Conditions

- Withdrawal of tender before expiry of validity will lead to forfeiture of EMD.
- Delivery period and conditions should be specified clearly.

7. Standards & Origin

- (a) The tenderer should specify whether the items offered bear ISI Certification Mark
- (b) Tenderers should specify if the goods are indigenous/imported stocks/foreign imports.
- KILA reserves the right to reject imported goods if restricted by the import trade control policy at the time of award.

8. Acceptance of Tender

- Tenders must be submitted for all items; and price shall be quoted in all items; partial tenders will be rejected.
- Final acceptance rests with KILA. Lowest offer is not binding on KILA.

9. Technical Guarantee

- For technical items, the successful tenderer must provide a performance guarantee

for a specified period under penalty.

10. Agreement & Security Deposit

- Communication of acceptance constitutes a contract. However, the successful tenderer must execute an agreement within the specified time.
- Security Deposit: ₹25,000/- to be furnished by way of DD/Bank Guarantee from a nationalized bank.
- Failure to submit the Security Deposit or execute the agreement will result in forfeiture of EMD and cancellation of registration (if applicable).
- Security Deposit will be refunded three months after completion of the contract.
- If disputes arise, appropriate deductions will be made.
- For items with warranty/guarantee, the deposit will be refunded only after expiry of the warranty period.

11. Payment

- Payments will be made by the Director General, KILA, through Cheque/Bank Transfer/District Treasury, Thrissur.

12. Assignment/Subletting

- The contractor shall not assign, sublet, or transfer the contract without written consent of KILA.

13. Insolvency/Default

- If the contractor becomes insolvent or defaults, KILA reserves the right to cancel the contract and recover damages under the Revenue Recovery Act.

14. Failure of Supply

- In case of non-supply within the specified time, KILA may purchase from alternate sources at the contractor's risk and recover losses.

15. Set-off

- Any sum payable to the contractor may be adjusted against dues payable to KILA under this or other contracts.

16. Notices

- All notices shall be deemed to have been duly served if delivered personally, left at the residence or place of business, handed over to an authorized agent, or sent by post or email to the last known address

17. General Conditions

- Supply must conform to specifications/samples.
- No rate revision will be entertained.
- Canvassing will disqualify the tenderer.
- Telegraphic quotations will not be accepted.
- Rates quoted should be inclusive of all duties/cesses andGST
- GST Registration Certificate and Incorporation Certificate must be submitted.
- Special conditions attached by tenderers will not apply unless accepted by KILA.
- Agreement should be executed on ₹500 Kerala Stamp Paper.
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- SPECIAL TERMS & CONDITIONS
- Vendors must supply consumables in good condition as per work order.
- Damaged items will be rejected after verification/testing.
- Vendors must have sufficient stock and preferably an office in Thrissur.
- Delivery period: 2 weeks from date of purchase order.
- Delay penalty: 1% per item per week (extension only with prior approval).
- Price validity: Until tenders are processed.
- Rate quoted should include delivery & installation at KILA HQ.
- A key contact person (with mobile number) should be nominated by the supplier.
- The Director General, KILA, has the final authority to reject supplies not meeting specifications.
- Successful firm must enter into a running Contract for 1 year.
- No rate escalation allowed during contract period.
- Withdrawal of bid after opening is not permitted.
- Security Deposit (₹25,000/-) must be submitted within 10 days of award of tender.
- Security Deposit may be forfeited for breach, negligence, or inability to perform.
- Supplies must conform strictly to specifications (Annexure I).
- Bid prices must be submitted in format at Annexure II. Prices are inclusive of GST, inclusive of all other charges.
- Tender validity: 90 days from opening.
- The rate quoted by the bidder shall remain fixed during the entire period of contract and shall not be subject to variation on any account. A bid submitted with an adjustable price quotation will be treated as non-responsive and rejected.

	Particulars	Details
1	Cost of Tender Form	₹1,000 + 18% GST= ₹ 1180/-
2	Earnest Money Deposit (EMD)	₹5,000/-
3	Security Deposit	₹25,000/-
4	Tender Publishing Date	01/09/2025
	Last Date of Sale of	

5	Last Date of Sale of Tender Form	17/09/2025, 11:00 PM
6	Last Date of Receipt of Tender	17/09/2025, 12:00 PM
7	Date of Opening Tender	17/09/2025, 3:30 PM
8	Address for Submission	The Director, Kerala Institute of Local Administration (KILA), Mulamkunnathukavu P.O., Thrissur – 680581

Sd/-
Director General
Kerala Institute of Local Administration (KILA)