



ITI LIMITED

Palakkad Plant, Kanjikode West
PALAKKAD – 678 623
KERALA

Ref: ITI/PKD/HR/2024/1214-Veg-RT

Date: 06/01/2025

Dear Sir,

Sub: Request for Quotation (RFQ) for Supply of vegetables to Canteen, ITI Limited, Kanjikode, Palakkad, Kerala

We invite quotes for the following:-

Sl.No.	Item Code	Description of work	Period
1	ITI/PKD/HR/2024/1214-Veg-RT	Supply of vegetables to ITI Canteen	Six months from 1/3/2025 to 31/08/2025

Please submit your competitive bid against Enquiry ref no. ITI/PKD/HR/2024/1214-Veg-RT dated 06/01/2025 for the above mentioned tender on or before due date, subject to the following terms & Conditions:

1) TERMS & CONDITIONS:

Sl.No.	Particulars	Conditions
1	Scope	Supply of Vegetables at ITI Limited, Kanjikode, Palakkad as per the RFQ terms and conditions. List of vegetable required for one month is at Annexure I
2	Terms of Payment	Within 30 days after submission of monthly Invoices
3	Validity of Quotation	90 days
4	Bid Type	Price bid
5	Delivery of consignment	Daily
6	Earnest Money Deposit	Rs 10,000/-
7	Security Deposit	Rs 25,000/-

2) **ELIGIBILITY CRITERIA:**

The Bidders should quote only, if they satisfy the following eligibility criteria.

1. The Company / Firm should have GST and PAN registration/ License to trade vegetables. Self-attested copies of the documents should be submitted.
2. The Bidder should have a local Shop/ office within Palakkad District. The Local office Address including email ids, phone number etc, should be furnished with substantiating documents like electricity bill/ telephone bill /lease agreement etc.

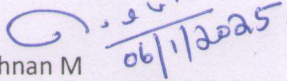
3) **Terms and conditions:**

1. Period – Six months from 1st March, 2025 to 31st August, 2025.
2. The Materials have to be delivered at our canteen premises inside the company without any extra cost.
3. Rate quoted will be same till the completion of contract.
4. First quality vegetables are to be supplied.
5. Final acceptance of the materials will be subject to inspection at ITI canteen .Materials fully / partially rejected have to be replaced by acceptable quality materials and delivered at ITI canteen premises.
6. Every day, requirement for the next day will be communicated. ITI can increase / decrease the quantity as per the need.
7. The items are to be supplied every day before 1.00 PM. However, based on requirement from ITI ,materials have to be supplied as and when requisition is raised. The payment will be made on monthly basis, within 30 days from the date of submission of invoice.
8. The list of vegetables and approximate monthly requirement is as per Annexure-1
9. The Price Bid format is at Annexure-1
10. EMD in the form of DD drawn on any Nationalized / Scheduled bank in favour of ITI Ltd, Payable at Palakkad should be submitted along with the quotation.
11. EMD will be refunded to the unsuccessful bidders after finalization of tender Process.
12. **Successful bidder must submit the security deposit of Rs,25,000/- on receipt of PO. EMD amount of Rs.10,000/- of the successful bidder shall be converted to Security Deposit and balance amount of Rs.15,000 shall be deducted by ITI from the vendor's first three payments, i.e, Rs.5,000 each from first three payments**
13. EMD/Security Deposit submitted by the bidders may be forfeited:
 - a) If successful bidders Backs out after acceptance, the EMD will be forfeited
 - b) If the successful bidders Withdraw from contract before the expiry of contract period the Security Deposit will be forfeited
 - c) If the successful bidders Violates any of the terms and conditions of the tender the Security Deposit will be forfeited
 - d) If the successful bidders found to have indulged in fraudulent practices in the tender submission process the EMD will be forfeited.
14. The EMD/Security Deposit will not carry any interest.

15. In case of poor supply in the quality and quantity of vegetables, then ITI reserves the right to terminate the contract by giving a notice.
16. Documents to prove eligibility as per the eligibility criteria, DD for EMD and filled Price Bid as per the Price Bid format at Annexure I, shall be submitted in a Sealed envelope. Please indicate the Tender Ref No ITI/PKD/HR/2024/1214-Veg-RT and Due date i.e.27/01/2025, on top of the sealed envelope of your quotation.
17. The quote should be sent to the following address:
The Manager (MM&CS)
ITI LIMITED., KANJIKODE WEST,
PALAKKAD-678 623, KERALA.
PHONE : 0491 2566180
18. Tender will be received up to 14.00Hrs on 27/01/2025 and will be opened at 14.30hrs on the aforesaid due date itself. Interested bidders may attend the tender opening at ITI Limited, Palakkad
19. Late and open quotations are liable for rejection. Alternations or overwriting on the quotation are not permitted. Such quotations will be rejected out rightly in such conditions.

Yours faithfully
For ITI Limited, Palakkad Plant

Radhakrishnan M
Manager – MM & CS


06/1/2025
राधाकृष्णन. एम. / RADHAKRISHNAN.M
प्रबंधक (एम एम & सी एम) / Manager (MM & CS)
आईटीआई लिमिटेड / ITI LIMITED
(भारत सरकार का उपक्रम) / (A Govt. of India Undertaking)
कजिकोड वेस्ट- ६७८ ६२३, पालक्काड
Kanjikode West, Palakkad-678 623

Annexure I

List of Vegetables and Price Bid for RFQ Ref : ITI/PKD/HR/2024/1214-VEG-RT, dated 06/01/2025.

For the supply of Vegetables to Canteen

Sl No	Item	Qty. in Kg	Rate Per Kg in INR	Amount in INR
1	Cabbage	മുട്ടക്കോസ്	100	
2	Cauliflower	കോളിഫ്ളവർ	25	
3	Carrot	കാരറ്റ്	100	
4	Onion (big)	വലിയഉള്ളി	500	
5	Onion (Small)	ചെറിയഉള്ളി	40	
6	Mango	മാങ്ങ	60	
7	Raw Banana	കായ (ദ്രുമാണി)	75	
8	Ash Guard	കുംബളങ്ങ	250	
9	Green Chilly	പച്ച മുളക്	40	
10	Ladys Finger	വെണ്ട	85	
11	Drum Stick	മുരിങ്ങ	75	
12	Snake Guard	പടവലങ്ങ	100	
13	Potato	ഉരുളക്കിഴങ്ങ്	250	
14	Tomato-Ordinary	തക്കാളി (നാടൻ)	250	
15	PEA(Payar)	പയർ	75	
16	Beans	ബീൻസ്	75	
17	Ginger	ഇഞ്ചി	15	
18	Mint Leaf	പുതിനയില	3	
19	Pumpkin	മത്തൻ	125	
20	Yarn Guard(2kg) -min	ചേന	125	
21	Lemon	ചെറുനാരങ്ങ	20	
22	Corriander Leaf	മല്ലിയില	15	
23	Curry Leaf	കറിവേപ്പില	15	
24	Coconut (500 Gms Min)	നാളികേരം (Kg.500 gms	1150	
25	Brinjal	വഴുതങ്ങ	30	
26	Colocassia	ചേമ്പ്	30	
27	Garlic	വെളുത്തുള്ളി	30	
28	Cucumber	വെള്ളരിക്ക	125	
29	Bitter Guard	കയ്പക്ക	75	
30	Cluster Beans	കൊത്തവര	75	
31	Beetroot(Ootty)	ബീറ്റ്റൂട്ട്	250	
32	Gooseburry Fruit	നെല്ലിക്ക	10	
33	Big Lemon	വടുകപ്പുളി നാരങ്ങ	10	
34	Palak-Spinach	പാലക ചീര	50	
35	Pineapple	കൈതച്ചക്ക	150	
36	Manago inchi	മാങ്ങ ഇഞ്ചി	15	
37	Bread Fruit	കടച്ചക്ക	100	
38	Ivy Gourd	കോവക്ക	75	
39	Tapioca	കപ്പ	100	
40	Grapes	മുന്തിരി	5	
41	Raw Mango	പച്ച മാങ്ങ	30	

Signature with date and seal