

**Supplyco**

**Kerala State Civil Supplies Corporation Ltd,**

**P.B. No-2030, Maveli Bhavan, Gandhinagar, Kochi-682020**

Kerala State Civil Supplies Corporation intends to empanel contractors for the urgent Civil/ Electrical works of the Corporation with in an estimated cost not exceeding Rs. 1 Lakhs (below the limit of E-Tender). Competent contractors who are interested to be empanelled are requested to forward their application with following details on or before 30.10.2023. Conditions are attached herewith.

Copies of the following documents are required to be submitted.

- a) Details of work carried out for the last 3 years with all drawings and structural details
- b) Last three months Bank Statement
- c) Copy of PWD registration
- d) Copy of Pan Card
- e) SD Rs.15,000/- favoring the Kerala State Civil Supplies Corporation through NEFT/ RTGS
- f) Copy of PWD Electrical C Class License (only for electrical works)
- g) GST Registration
- h) ESI & PF registration with sub code (if any)

Sd/-  
Addl. General Manager (E&CP)

## TERMS & CONDITION OF EMPANELMENT

1. The empanelment shall be for a period of 2 years and thereafter may be extended for a further period if required on mutual consent and communication in writing.
2. The Panel of contractors will be entrusted with work in the Head office and other premises in Ernakulam. However the Management may entrust the panel with work of other places also, if circumstances require.
3. The empanelment will in no way give the contractor any priority in tendering for any work which are published in notice boards or newspapers. Even for works upto Rs.5 Lakhs, Corporation reserves the right to conduct open tender.
4. The empanelled contractors shall be given tender form for the works related to Head Office and staff quarters in Ernakulam and shall also be informed on competitive tenders. The lowest tendered party will be awarded the work.
5. The work shall be done as per the terms & condition of each particular tender.
6. EMD 2% of estimate amount for each work/-.
7. Contractor found indulging in malpractices or action in bad faith is liable to be expelled from the panel and black listed.
8. Contractors' tendering for a work is bound to complete the work within a reasonable time, as per terms and condition in the tender, failing which he can be penalized, as per the Terms & Conditions. Corporation reserves the right to expel contractors whose performance is consistently poor
9. Corporation reserves the right to dissolve the panel at any point of time, if the contractors are found indulging in cartelisation.
10. The empanelled contractor is obliged to take up and complete any work which is tendered before the expiry of contract period.
11. Any individual work not done as per the specification in the schedule of quantities in the tender will not be given any payment and summarily rejected.
12. Contractor should provide skilled labour at the site and if unskilled labourers are used for work the Engineer of Supplyco reserves the right to cancel that day's work.
13. The EMD shall be returned on completion of the period of empanelment.

14. Contractors should provide necessary safety equipments/ tools to the workers. Supplyco reserves the right to cancel the work or separate fine can be imposed if un-safety situation is found. The men, materials and machinery should be properly controlled and used at site
15. The material to be used at the work site should be PWD approved brands with IS mark for any variation empanelment can be terminated.
16. Both water & electricity should be borne from the contractor side if water and electricity from our side is used the rate will be deducted from the quoted amount of the work.
17. Bills of extra items/ non scheduled items should be submitted by contractor for payment procedure.
18. All civil & electrical work must be carried out following IS codal provision/ CPWD standards.
19. Both onsite laboratory tests must be carried out based on the scope of work.
20. All necessary drawings should be submitted by contractors before starting the work based on the Scope of Work.

I hereby agree to the above terms & conditions.

Signature of contractor  
Name & Address  
Mobile No: