



TRAVANCORE TITANIUM PRODUCTS LIMITED  
Kochuveli, Thiruvananthapuram 695 021  
Phone : 0471 2502163  
email: contract@ttpltd.in/purchasettp@gmail.com

CD/CN/SC-22/AMC\_PNG Installation/25-26

13.08.2025

## **Tender Notice**

Sealed tenders are invited from experienced contractors/firms in prescribed format for the work of “**Annual Maintenance contract of PNG installation in TTPL Canteen**”. The tender shall be enclosed in an envelope, sealed and superscripted with Tender No., Date and due date and description as “**Annual Maintenance contract of PNG installation in TTPL Canteen**”. The same shall then be forwarded to **The Manager (Commercial), Travancore Titanium Products Limited, Kochuveli, Thiruvananthapuram, Kerala Pin 695 021.**

The tender form can be obtained from the office of the under signed between 9.00 a.m and 4.00 p.m on all working days except Saturday, after remitting the tender form cost. **Cost of tender form is Rs. 300 /- + GST @ 18% (Total Rs. 354/-)** Tender document can also be downloaded from our website ([www.travancoretitanium.com](http://www.travancoretitanium.com)) and shall submit the Tender along with a DD against the tender form cost & EMD in favour of Travancore Titanium Products Limited payable at Thiruvananthapuram.

**EMD: Rs.1200/- (by cash /DD) (refundable)**

Sealed Tenders will be received at our office on all working days and the last date for submitting the same is on **29.08.2025** at 12 noon. Tenders received after the due date & time will not be accepted. Fax/email offers also will not be accepted. The bids will be opened on 2 pm on **29.08.2025** in the presence of the tenderers present at that time.

for TRAVANCORE TITANIUM PRODUCTS LIMITED

**HOD(Commercial)**

Encl: proforma

Signature of the bidder:

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TRAVANCORE TITANIUM PRODUCTS LIMITED  
Kochuveli, Thiruvananthapuram 695 021  
email: [purchasettp@gmail.com](mailto:purchasettp@gmail.com)

### **TENDER NOTICE**

CD/CN/SC-22/AMC\_PNG Installation /25-26

13.08.2025

**Name of work: “Annual Maintenance contract of PNG installation in TTPL Canteen”**

**Due date: 29.08.2025 up to 12 noon (date of submission of tenders)**

Sealed tenders are invited from experienced contractors/firms for the work of **“Annual Maintenance contract of PNG installation in TTPL Canteen”**. The work should be carried out as per the specific instructions contained in the scope of work and terms and conditions given below.

#### **I. Scope of work**

1. Cleaning and servicing of Burners after removing and re-fixing without any leakage at required points in kitchen.

Sl. No.	Burner	Nos.
1.	T- 22 Burner set	4 Nos.
2.	M- 4 Burner set	4No.
3.	V- Burner. 3 ft	4 Nos.
4.	Four Burner Domestic stove	5 No.

2. Monthly servicing and maintenance of PNG Bank by arresting PNG leakage in the gas bank, defects in distribution pipes including replacement of rusted distribution pipe system at the required points-

#### **II. Terms & Conditions:-**

1. The cost of spare parts such as pigtailed, burners, valves, burner heads, burner regulators and other accessories if required during the service contract will be paid.
2. Twelve visits in a year i.e., once in a month and break down calls shall be attended free of cost.
3. Emergency breakdown calls shall be attended as and when required .
4. The effective date of Contract is for one year from the date of issue of work order and extendable for a period of three months or till the finalization of the new tender whichever is earlier. The rate during the extended period shall be

the work order rate or the rate to be finalized in the new tender whichever is lower.

5. Payment will be made on monthly basis as per the recommendations of the officer in charge. The successful bidder shall submit Cancelled Cheque along with original invoice.

### III. **Pre Qualification Criteria**

- a. The bidder shall have experience in carrying out similar nature of work  
Documentary evidence to be submitted along with the tender document.
- b. The bidder shall have GST,ESI and PF Registration.

### IV. **GENERAL TERMS AND CONDITIONS:**

#### 1. Details of ESI & PF registration

- i) ESI Registration number: .....
- ii) PF Registration number.....

#### iii) **If the bidder is not under PF act , a self-declaration in the bidders letter head to be submitted along with the tender .**

- a. **If the bidder is not under ESI act, the bidder has to submit CAR (contractors all risk) policy for the entire period of contract for the employees engaged for the work before awarding the work order to be submitted. Self-declaration in the bidder's letter head to be submitted along with the tender.**

2. The bidder shall submit Tender document duly filled and signed along with the enclosures mentioned in the tender document within the time stipulated in the tender notice. Bids should bear the signature of the bidder in all pages.
3. The bidder shall remit the tender form cost and EMD as given in the tender document. The bids without remitting tender form cost and EMD will be rejected.
4. The rate quoted shall be exclusive of GST and the GST applicable should be mentioned at the space provided in the Price format. If the bidder is below the threshold limit of GST that should be mentioned in the price format and a self declaration shall be submitted with the tender.
5. The tender must be firm for a period of three months from the date of opening of the tender or till the tender is decided, whichever is earlier during which period the bidder will not be free to withdraw the tender. Any such withdrawal will be entailed to forfeiture of the Earnest Money Deposit (EMD) and also result in the tenderer being made liable for the losses and damages sustained by the company in rearranging the work.
6. It is no binding on the company to accept the lowest offer. The company reserves the right to cancel/postpone the tender or to reject any or all offers without assigning any reason.

7. The tenderer should remit the Earnest Money Deposit (EMD) mentioned in this document in cash/DD and proof of thereof should be enclosed along with the tender. Other mode of remittance will not be accepted.
8. If any irregularity or fraudulent behavior is noticed on part of the contractor / his agents / representatives or the crew of the vehicle engaged by the contractor for the performance of the contract, the company reserves the right to take all suitable action deemed fit against the contractor and those concerned.
9. The Contractor will be responsible for meeting all the requirements of the various labour enactments applicable from time to time and should indemnify and keep indemnified the company against all losses and damages sustained by the company in this regard at all times.
10. The Contractor should comply with all relevant formalities under contract labour (Regulation and Abolition) Act 1971, such as display of rate of wages, date, place and time of payment of wages, date of payment of unpaid wages etc. they should also intimate the time, date and place of disbursement of wages to the supervisory Officer nominated under the above act for certification of payment to contract workers.
11. The Contractor should strictly adhere to the Safety Rules prevailing in the company failing which penalty as decided will be imposed. The Company is in no way responsible for any injury, disability or death of contractor's workmen due to non-compliance of safety regulations. TTPL will not pay any compensation in this regard.  
**All the PPE's to the employees for the execution of the work is under the scope of contractor**
12. The workers engaged by the contractor shall wear the ID cards provided from the Main gate Security persons and displayed same while on work.
13. The Contractor should fix a display board on the materials of their own kept within the Company premises indicating the names of the contractor and Work Order No.
14. The work should be completed within the time limit given by the Officer in charge of the work.
15. The Company reserves the right to cancel the work order forfeiting security deposit if the work is not started within 10 days from the date of issue of work order and also to terminate the contract at any time if the work is not done with proportionate progress to the satisfaction of the company officials and in all such cases the company will be at liberty to get the work done in any manner that the company thinks fits and all losses and damage sustain by the company in this regard will be recovered from contractor and his assets.
16. Company reserve the right to accept/reject any of the tender after evaluation with or without assigning reason no matter whether a Tenderer has quoted the lowest rate. All questions/disputes arising out of in connection with this shall be decided by the Managing Director of the company and his decision thereof shall be final and binding to all tenderers.

17. **Jurisdiction:** Any dispute or questions relating to or arising out of the finalization of this tender, if remains, shall be subject to the executive jurisdiction of the courts at Thiruvananthapuram.
18. **Agreement:** The liability of contractor/bidder under this contract will commence on the date specified in the letter of Intent/ Work order. The successful bidder shall be required to execute an agreement with TTPL if the contract value is above Rupees One lakh, immediately from the date of issue of work order for carrying out the work according to the terms and conditions of the contract given along with work order. The agreement shall be executed on Rs. 200/-Stamp paper and shall be in the proforma as specified by TTP. The provision contained in tender papers and other documents exchanged between the Bidder and TTP shall form part of the contract. The Earnest Money Deposit is liable to be forfeited in case the contractor fails to execute the Agreement within the stipulated period as mentioned above.
19. **Security deposit:** The successful tenderer shall provide a Security Deposit equal to 5% of the contract value immediately from the date of issue of work order for the due performance of the contract. The Security deposit shall not bear any interest and shall be released only after the successful completion of all contractual obligations.
20. **Liquidated damages:** In case of any delay in the execution of the Order beyond the stipulated date of work schedule including any extension permitted in writing, the TTPL reserves right to recover from the contractor a sum equivalent to 0.5% of the total value of the delay for each week of delay and part thereof subject to a maximum of 10% of the total value of the Order. Alternatively, the Company reserves the right to execute the work from elsewhere at the sole risk and cost of the contractor and recover all such extra cost incurred by the company in execution of work by the above procedure.
21. **Evaluation of Bids:** The evaluation of the bids will be based only on the documents submitted
22. **Deductions:** All statutory deductions will be made from the contractor's bill as per rules. The Contractor shall remit ESI and PF amount and the proof of remittance shall be furnished whenever company insists.
23. If the successful bidder fails to remit SD and execute agreement with the stipulated time, TTP will arrange the work with L2 bidder or with any other source at the risk and cost of the successful bidder if required.
24. Bids without signature in all pages of tender document/bids in incorrect tender document or format/bids without EMD and tender cost will be rejected.
25. In case of any matters pertaining to this tender document and award of contract, which are not incorporated/specified therein, in such cases guidelines of CVC/Kerala Store Purchase Manual shall be applicable.
26. Bids without remitting EMD and tender form fee will be rejected.
27. Conditional tenders will not be accepted.
28. **Documents to be submitted along with the tender**

- a. Proof of Tender fee and EMD remittance
- b. Tender document duly signed by the bidder in all pages
- c. Copy of GST, MSME registration(if applicable)
- d. Documents for work experience
- e. Copy of PF registration/Self declaration
- f. Copy of ESI registration/self declaration

**32. Tender Form Cost: Rs. 300/- + GST @ 18% (Total Rs.354/-)**

**33.Earnest Money Deposit (EMD): Rs.1200/- (refundable)**

**34.Exemption in Tender Form Cost and EMD is as per Govt. rules.**

**35.Due date of Submission of tender : 29.08.2025 upto 12.00 noon and will be opened at 2.00 p.m.** on the same day in the presence of those tenderers who are present at that time.

**for TRAVANCORE TITANIUM PRODUCTS LIMITED**



***Head of Department (Commercial)***

## **PARTICULARS OF TENDERER**

1. Name of the Bidder:
2. (a) Registered office address of the Bidder:  
  
(b) Address for correspondence:
3. Phone Nos.:
4. Mobile Nos.:
5. E-mail address:
8. Status of the tenderer (Individual, Prop. firm, Partnership, Ltd. Company, Co-operative Society, Other):
9. Year of establishment:
10. PAN:
11. GST Registration No.
12. ESI Registration No.
13. PF Registration No.
14. MSME (if applicable) registration number:
15. Name and address of Proprietor/ Partners/ Directors:

### **Declaration**

We confirm that we have read and understood all tender conditions and we accept all tender conditions in its entirety.

Date:

Signature:

Name of Person signing:

Tenderer's Name and address with seal:

Signature of the Bidder:

## PRICE PROFORMA

CD/CN/SC-22/AMC\_PNG Installation /25-26

13.08.2025

**Name of work:** “Annual Maintenance contract of PNG installation in TTPL Canteen”

**Due date:** 29.08.2025 up to 12 noon (date of submission of tenders)

1. Cleaning and servicing of Burners after removing and re-fixing without any leakage at required points in kitchen.

Sl. No.	Burner	Qty	Rate/Unit (Rs.)	GST(Rs.)
1.	T- 22 Burner set	4 Nos.		
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3.	V- Burner. 3 ft	4 Nos.		
4.	Four Burner Domestic stove	5 No.		

2. Monthly servicing and maintenance of PNG Bank by arresting PNG leakage in the gas bank, defects in distribution pipes including replacement of rusted distribution pipe system at the required points-

**Rate/Service: Rs.....+ ..... % GST.**

\* Please mention the % of GST.....

\*\* If GST not mentioned, the quoted rate will be considered as inclusive of GST

\*\*\* If the bidder is below threshold limit that also has to be mentioned.

Signature of the Tenderer :

Name & Address. :

Signature of the Bidder:



**ANNEXURE - A**

**SELF DECLARATION**

Date:

From

.....  
.....  
.....

To

TheHead of Department (Commercial)  
Travancore Titanium Products Limited  
Kochuveli, Thiruvananthapuram,  
Kerala – 695 021.

Sir,

Sub: Tender for Annual Maintenance contract of PNG installation in TTPL Canteen-reg-

Ref: Tender No. CD/CN/SC-22 /AMC\_PNG Installation /25-26 dated 13.08.2025

1. I/We have carefully studied the terms and conditions of the tender vide your **Tender No.** CD/CN/SC-22/AMC\_PNG Installation /25-26 dated 13.08.2025
2. I/We hereby certify that we have never been banned/black listed/suspended by any of the State/UT/Central Government/ PSU organizations.
3. In the event of any such information pertaining to the aforesaid matter found at any given point of time either during the course of the contract or at the bidding stage, my bid/contract shall be liable for truncation/cancellation/termination without any notice at the sole discretion of the company.

Yours faithfully,

Signature and Address of the Contractor.