



## Quotation Notice

**Quotation No. KIED/SQN/2024/008**

**Quotation Reference No : KIED/29/2022-SPC**

**Dated: 11-12-2024**

Kerala Institute for Entrepreneurship Development (KIED), an autonomous body of Government of Kerala is inviting sealed quotations for Repair and Maintenance at Enterprise Development Centre (EDC) from experienced contractors.

Sl. No.	Description	Estimated Quantity
1	Painting Work: Filling cracks with putty and painting faded and dirty areas for a fresh uniform look	500 sq.ft.
2	Ceiling and Electrical Work: Repairs and installations in the electrical / server room, office and co-working space Organizing and securing wires in the electrical room Ceiling light replacement Tower A/C supply point installation	150 sq.ft.
3	Tile Work: Tile skirting maintenance, joint filling, replacing broken tiles	100 sq.ft.
4	Cooling Sticker: Fixing 30% transparency films on window glasses in the co-working area (the sticker will be fixed from inside)	440 sq.ft.

The envelope containing the quotation should bear the superscription "Repair and Maintenance at Enterprise Development Centre (EDC)" and should be addressed to **Chief Executive Officer and Executive Director, Kerala Institute for Entrepreneurship Development (KIED), Rockwell Road, HMT Colony P. O., Kalamassery, Ernakulam - 683503**. Quotationer shall submit the quotations on their own letter pads/papers in the prescribed format attached to this notice. The last date and time for receipt of quotation is 18-12-2024 at 4 pm and the bid opening date will be 18-12-2024 at 4.30 pm. Late quotations will not be accepted.

### Terms and Conditions

1. Details of Applicant / Bidder (Form I) and the Financial Bid (Form II) should be submitted in the firm's letter head signed by authorized signatory in a sealed cover with superscription "Repair and Maintenance at Enterprise Development Centre (EDC)".
2. Payment within 10 days on completion of work and submission of bill.
3. Price valid for 120 days from the date of bid opening.

**CEO & Executive Director,  
KIED**



**Form I**  
**Details of Applicant / Bidder**

1.1	Name of the Firm / Organization / Individual	
1.2	Address of the Head Office	
1.3	Telephone / Mobile No.	
1.4	Email Address	
1.5	Name and Designation of the Authorized Representative of the Bidder to whom all the references shall be made	
1.6	Address, Phone, Fax and email of the Authorized Representative	
1.7	Licence No.	
1.8	GST Number	
1.9	PAN Card number	

Place :

Date :

Name & Signature of Authorized Representative

(Office Seal)

**Form II**  
**Financial Bid (In firm's letter head)**

To,

CEO & Executive Director,  
KIED, Kalamassery

Sir,

Sub : Repair and Maintenance of Generator

<b>Sl. No.</b>	<b>Description</b>	<b>Estimated Quantity</b>	<b>Rate</b>	<b>Amount</b>
1	Painting Work: Filling cracks with putty and painting faded and dirty areas for a fresh uniform look	500 sq.ft.		
2	Ceiling and Electrical Work: Repairs and installations in the electrical / server room, office and co-working space Organizing and securing wires in the electrical room Ceiling light replacement Tower A/C supply point installation	150 sq.ft.		
3	Tile Work: Tile skirting maintenance, joint filling, replacing broken tiles	100 sq.ft.		
4	Cooling Sticker: Fixing 30% transparency films on window glasses in the co-working area (the sticker will be fixed from inside)	440 sq.ft.		
			GST	
<b>Grand Total</b>				
Amount in words :				

**DECLARATION**

The undersigned, having read the term and conditions of the Quotation Notice, hereby offers to provide the product at the prices quoted, in advance with the specifications stated and subject to terms and conditions set out or specified in the Quotation Notice document.

I / We agree to keep this offer valid for 120 (hundred and twenty) days from the date of opening of the bid.

I / We agree and undertake to abide by all the terms and conditions of the Notice for Quotation.

Place :

Name & Signature of authorized representative

Date :

(Office seal)