

**NOTICE INVITING TENDERS**

Tender Notice No: KFD/KCCN/TNDR/25/09

Date: February 9, 2026

Sealed tenders are invited under a **Single Bid System** from reputed manufacturers, authorized dealers, or registered suppliers for the supply and installation of Office Furniture.

**1. Schedule of Requirements**

Sl. No	Item Name	Minimum Specifications	Quantity
1	Steel Table	<b>Size:</b> 36"(L) x 18"(W) x 36"(H). Must include 01 Drawer and 01 Cupboard. Designed to be compatible with a desktop computer.	05 Nos.
2	Steel Almirah	<b>Size:</b> 50"(H) x 30"(W) x 17"(D). Features glass doors and at least 06 internal shelves. Compatible for storing standard box files.	03 Nos.
3	Visitor's Chairs	Premium quality with cushioned seat and backrest. Ergonomic design for office comfort.	08 Nos.

**2. Eligibility Criteria**

To be considered, the bidder must provide copies of the following:

- **GST Registration Certificate and PAN Card.**
- **Proof of Authorized Dealership** (if not a manufacturer).
- A brief list of similar supplies executed in the last 2 years for Government or Corporate offices.

**3. Technical Standards & Quality**

- **Material:** All steel components must be fabricated from high-grade **CRCA sheets**.
- **Finish:** Anti-corrosion treatment followed by a **scratch-resistant powder-coated finish** (Minimum 50-60 microns).
- **Warranty:** Minimum **01-year comprehensive on-site warranty** covering manufacturing defects.

**4. Terms & Conditions**

1. **Submission Format:** Technical specifications (brochures/leaflets) and the Financial Rate (inclusive of taxes and freight) must be submitted in a **single sealed envelope**.
2. **Delivery & Installation:** Items must be delivered and assembled at the site within **21 Days** of the Purchase Order.
3. **Payment Terms:** 100% payment will be released via NEFT/Cheque within 15 days of successful delivery, installation, and inspection.
4. **Quantity Flexibility:** The Plant Manager reserves the right to increase or decrease the quantity of any item at the time of order without change in unit price.
5. **Rejection:** The Plant Manager reserves the right to accept or reject any bid, or cancel the tender process entirely, without assigning any reason.

**5. Submission Procedure**

The sealed envelope must be super scribed with "**Tender for Office Furniture - [Notice No]**" and sent via Registered Post or hand-delivered.

- **Deadline for Submission:** 12 PM on 18.02.2026
- **Bid Opening:** 3 PM on the same day.

**Address for Correspondence**

The Plant Manager  
KERALED COCONUT COMPLEX, Naduvannur  
Kozhikode- 673 614

Email: [kccn@kerafed.com](mailto:kccn@kerafed.com)

**Head Office: Kerala Kera Karshaka Sahakarana Federation No.4370 Kerafed Kera Towers,  
Water Works Compound, Vellayambalam, Vikas Bhavan Po , Thiruvananthapuram**

Phone numbers : Plant manager- 6282431525, Deputy manager- 9020520797 ,  
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