

NOTICE INVITING QUOTATION

PROJECT : RATE CONTRACT FOR REPAIR AND MAINTENANCE OF MOVIE THEATRE CHAIR FOR THEATRE/STUDIO UNDER KSFDC

Sealed item rate tenders are invited for **Repair & Maintenance of theatre chair** at various locations of KSFDC (Trivandrum, Alappuzha, Ernakulam, Palakkad, Kozhikode) for one year (Tentative Period 01.10.2025 to 30.09.2026)

Place of issue of tender : <http://www.ksfdc.in/html/tendersandquotations.php>

Tender No. : 5382/T2/25/KSFDC

Last date of receipt of tender : 3:00 PM on 20.09.2025

Date and time of opening of tender : 03:30 PM on 20.09.2025

Time of repair & maintenance : 7 days from the date of work order

You are hereby requested to send your sealed QUOTE for the **Repair & Maintenance of theatre chair** as per schedule to the below mentioned address

ISSUED TO

Managing Director
KSFDC,
Chalachitra Kalabhavan
Vazhuthacaud
TRIVANDRUM - 14

1. TENDER NOTICE

Sealed item rate tenders are invited by The Managing director (here in after referred to as the 'OWNER') for **Repair & Maintenance of theatre chair** at KSFDC.

Tenders should be addressed to The Managing director, KSFDC for Repair & Maintenance of theatre chair at various units of KSFDC and sent so as to reach not later than 03:00 PM on 20.09.2025. The tender should be submitted in a Sealed Cover Marked "**Tender for Repair & Maintenance of theatre chair**" and may be dropped in the tender box kept at KSFDC Head office for this purpose.

The Owner reserves the right to reject all or any of the tenders and to accept in whole or part of any of the tenders without assigning any reason for so doing.

2. GENERAL TERMS AND CONDITIONS

1. Bidder should be either manufacturer (OEM) or a firm experienced in Repair & Maintenance of theatre chair with sufficient proof of experience, valid for at least 1 year from the date of Quotation
2. They should have done three works of Amount worth Rs. 50,000/- for Repair & Maintenance of theatre chair or above in the last 2 years.
3. Quotes of eligible bidders only will be considered. Documents evidence for eligibility shall be enclosed.
4. Tenderer should quote base price and GST separately. Prices should be inclusive of Charges (including Transportation, spare parts, lubricants and service charges).
5. Successful Bidder will have to execute contract for a period of one year by signing agreement on stamp paper worth Rs 200/- before commencing the work.
6. No amendment in Rates will be accepted from any of the participants, once tender has been opened on due date and is finalized.
7. No request for price revision shall be entertained arising due to Govt. Policies / Market Rate Fluctuations excluding Trade Taxes / Duties changes during the currency of Tender Agreement.
8. In the event of the selected supplier denying to execute the work as per agreed and accepted schedule as per the Tender Document, for whatsoever the reason may be, the work will be forfeited and will be executed by the 2nd lowest bidder as per norms.

9. If the successful bidder is found to be supplying material of poor quality or fails to comply with the specification of the quote, the supplier / bidder is liable to be black-listed and his quote will be cancelled. He will not be allowed to participate in future tenders.
10. In case of deviation from any of the Terms & Conditions during period of agreement, payment will not be released for that part of work.
11. A copy of Terms and conditions of quotation shall be enclosed/uploaded with the quote duly signed for acceptance of the terms.
12. Loading and unloading will be under the scope of service provider.
13. Minimum Warranty period of six months for works done to be provided.
14. Repair shall be completed within 7 days of issue of work order without interrupting movie shows and as per the direction of the Theatre Manager/ Technician.
15. The materials supplied shall be of good quality and new stock.
16. In case any of the repaired chair gets faulty within six months period, the same shall be repaired by the supplier at the particular office of KSFDC within 1 to 3 days' time for which no extra amount will be paid to the supplier.
17. List of offices are provided in Annexure 3. We may increase or decrease the office during the tenure of contract.
18. The Company reserves the right to accept/reject any of the quotes, add, modify, relax or waive any of the conditions stipulated in the quotation notice specification wherever deemed necessary, reject any or all the quotes without assigning any reason thereof
19. The quote is liable to be rejected inter alia if it is not in conformity with the instructions mentioned herein, incomplete documentation , if it is not properly sealed and signed by the bidder, if it is received after the expiry of the due date and time.
20. The firm period of tender one year from the date of issue of purchase order.
21. KSFDC can place work order to the service provider on the approved rates for any number of repairs for any offices under KSFDC (at Trivandrum, Alappuzha, Ernakulam, Palakkad, Kozhikode)
22. Penalty 1% of contract value per week up to a maximum of 5% of PAC.
23. In case of any dispute or any difference only Courts of Trivandrum shall have the jurisdiction in all matters arising out or connected with this agreement. Further this agreement is subject to laws of India alone.

3. DOCUMENTS TO BE SUBMITTED IN THE SEALED COVER.

1. Signed and Sealed Copy of this Quotation.
2. Proof of Authorized Dealer (OEM Certificate) experience mentioned in Eligibility Criteria Point
3. List of Offices in Kerala (District wise).
4. GST Certificate (Self attested).
5. Annexure-1 - Declaration on Letter Head signed and sealed by Authorized representative of Service provider.
6. Annexure -2 - Information Page signed and sealed by Authorized representative of Service provider.
7. Price Schedule/BOQ

4. TERMS OF PAYMENT:

1. Payment will be after the satisfactory completion of the total work.
2. The work shall be completed within a maximum of 7 days from the date of receipt of our order and payment will be made by the head office/concerned unit through electronic mode of transfer/ check after satisfactory completion of work.
3. TDS or any other taxes applicable from time to time during the period of contract will be deducted at the time of payment of bills.
4. An invoice in this respect has to be submitted incorporating the GST IN of KSFDC 32AAACK9415G1ZS and the contractor

Annexure - 1

DECLARATION

I/ We (Name of the Person of the supplier) _____
hereby declare that we have read all the terms and conditions mentioned above and
on behalf of our company _____ we agree and abide by
these terms & conditions.

Date: (Signature of supplier with Seal)

NAME:

ADDRESS:

CONTACT NO:

Annexure -2

SUPPLIER INFORMATION FORM

1. Service Provider Firm Name: _____

2. (a) Address with Tel/Mobile No./E-mail/Fax Nos. : _____

(b) Name of Contact Person with E-mail and Mobile No: _____

3. Whether you are an Authorized Manufacturer/ Experienced service provider quoted for:

(Kindly attach Dealership/ Distributorship Certificates for brand/ make quoted for, mentioning validity period which must cover Contract Period).

4. Whether Registered with GST. If yes then GST No. : _____ (Please attach self-attested Xerox copy of certificate)

5. Names of leading customers including Public Sector Undertakings/ Public Sector Insurance Co's & Banks/ Govt. Offices from whom orders are secured. (Please attach a separate list)

6. Approximate turnover in last 3 years : _____ 2021-2022

: _____ 2022-2023

: _____ 2023-2024

7. Commitment period for repair & maintenance as per rates quoted: 12 months from the date of selection letter.

(Signature of the Service provider with Seal)

NAME:

ADDRESS:

CONTACT NO:

Annexure-3

LIST OF OFFICES UNDER KSFDC

Kalabhavan Theatre	Women's College Rd, Chalachitra kalabhavan, CV Raman Pillai Rd, Vazhuthacaud, Thiruvananthapuram, Kerala 695014 0471 232 2314
Kairali Sree Nila Theatre	Manorama Rd, Aristo Junction, Thampanoor, Thiruvananthapuram, Kerala 695014 0471 233 2747
KSFDC Lenin Cinemas	KSRTC Bus Terminal Complex, 3rd Floor, Thampanoor, Thiruvananthapuram, Kerala 695001 0471 2339977
Chitranjali Studio	Chitranjali Studio, Road, Thiruvallam, Thiruvananthapuram, Kerala 695027 0471-2380946
Kairali & Sree Theatre, Alappuzha	CCNB Rd, Erezha, Mullakkal, Alappuzha, Kerala 688011 0477-2237300
Kairali Sree Cherthala	Kodathikavala, Cherthala, Kerala 688524 0478 2822645
Kairali Sree Paravur	North Paravur, Ernakulam District, Pullomkulam, Kerala 683513 0484 244 2118
Kairali Sree Theatre Chittur	SH25, Anikode, Chittur, Kerala 678101 0492-3221300
Kairali Sree Theatre Kozhikode	Indira Gandhi Rd, Opp. KSRTC Bus Terminal, Polpaya Mana, Tazhekkod, Kozhikode, Kerala 673004 0495 272 0325

PRICE SCHEDULE

Tender Inviting Authority: Managing Director, KSFDC

Name of Work: RATE CONTRACT FOR REPAIR AND MAINTENANCE OF MOVIE THEATRE CHAIR FOR THEATRE/STUDIO

Contract No: 5382/T2/25/KSFDC

Name of the Bidder/ Bidding Firm / Company :

Sl. No	Item Description	Unit	Quantity (A)	Basic Rate In Figures (To be entered by the Bidder) (B)	Amount Without GST (A*B)
1	Providing Armrest flap upholstery work, new head rest flap with logo and number, Shampoo Cleaning and total service	Nos	1.00		
2	Providing New head rest flap with logo and number, Shampoo Cleaning and total service	Nos	1.00		
3	Replacement of damaged cup holder type arm rest replacement with new one	Nos	1.00		
4	Providing Seat & Back with all upholstery portion cleaning with shampoo washing etc	Nos	1.00		
5	Over all service of theatre seat with necessary Greasing	Nos	1.00		
6	Head Rest Flap changing with logo and embroidery including disposing the existing head rest and flap	Nos	1.00		
7	Welding of seat sides , where seat numbers are fixed	Nos	1.00		
8	Replacement of Nut & Bolt L clamp etc of seats	Nos	1.00		
9	Replacement of back side cover	Nos	1.00		
10	Repairing of Hydraulic mechanism	Nos	1.00		
11	Replacing of Hydraulic mechanism	Nos	1.00		
12	Replacing of spring mechanism	Nos	1.00		
13	Removing and disposing the existing fabric covers Seat cover changing, back cover changing and changing necessary upholstery parts with 3 mm foam laminated water repellent treated fabric	Nos	1.00		

(P.T.O)

14	Removing and disposing the existing fabric covers Seat cover changing, back cover changing and changing necessary upholstery parts with 3 mm foam laminated water repellent treated fabric, Head Rest Flap changing with logo and embroidery and over all maintenance	Nos	1.00		
15	Removing and disposing the existing fabric covers Seat cover changing, back cover changing and changing necessary upholstery parts with 3 mm foam laminated water repellent treated fabric, Head Rest Flap changing with logo and embroidery and over all maintenance with arm rest replacement	Nos	1.00		
16	Refixing the chairs in correct position using new foundation Bolts	Nos	1.00		
	TOTAL AMOUNT				
	ADD: GST @18% (18% of Total Amount)				
	GROSS AMOUNT(Total Amount + GST)				

Date:

(Signature of the supplier with Seal)

NAME:

ADDRESS:

CONTACT NO: