



Kerala State Film Development Corporation Limited (KSFDC)

(Chalachithra Kalabhavan, Vazhuthacaud Thiruvananthapuram, Kerala 695014)

www.ksfdc.in 0471-2325325 [Email: ksfdcltd@gmail.com](mailto:ksfdcltd@gmail.com)

Tender ID : 3772/T1/24/KSFDC

**Name of the work : Priniting, Installation & Display of Outdoor
Hoarding at Kairali/Sree Theatre, Kozhikkode**

Name of Quotationer

Address

.....

.....

.....

Tender Notice

Kerala State Film Development Corporation (KSFDC) invites open tender for **“Printing, Installation and Display of outdoor hoarding in the existing structure at Kairali/Sree Theatre, Kozhikkode”**.

1.0 BID SYNOPSIS

1	Tender No:	3372/T1/24/KSFDC Dated 03.02.2026
2	Name and address of client	The Managing Director Kerala State Film Development Corporation Ltd, Chalachitra Kalabhavan , Trivandrum 695014
3	Name of Work	Printing, Installation and Display of outdoor hoarding in the existing structure at Kairali/Sree Theatre, Kozhikkode
4	Scope of work	Printing, Installation and Display of outdoor hoarding in the existing structure at Kairali/Sree Theatre, Kozhikkode
5	Contract Period	2 Years
6	Probable amount of contract	Rs 5,05,000/- Excl. 18% GST
7	Type of Tender	Open Tender (www.ksfdc.in)
8	Basis of estimate	Quotes collected as per market rates are adopted.
9	Bid submission Last Date & Time	16.02.2026 : 03:00 PM
10	For Queries & Clarifications	Email: ksfdcltd@gmail.com
11	Bid submission closing Date & Time	16.02.2026 : 03:00 PM
12	Tender Opening Date	17.02.2026 : 03:00 PM
13	Completion period	15 days from issue of work order
14	Tender Fee	Rs 1192/- Inc 18% GST
15	Earnest Money Deposit (EMD)	Rs. 12,625/-
16	Security deposit	2.5% of the contract amount
16	Validity period of tender	60 days
17	Escalation	No Escalation applicable

18	Eligibility Criteria	As per clause 2.0
19	Place of receipt of tender	The Managing Director Kerala State Film Development Corporation Ltd, Chalachitra Kalabhavan , Trivandrum 695014
20	Penalty	<p>a) If the contractor fails to dismantle the work remove all materials from site within 24 hours contractor shall pay the owner as penalty an amount equivalent to 1% of the value of total work for every day of delay subject to a maximum of 5 % of the contract value</p>

NOTE:

Tender documents should be duly signed and stamped on each and every page and all Schedules duly filled in will be submitted by the tenderer along with his offer. Otherwise the offer will be liable for rejection.

Managing Director

1. NOTICE INVITING TENDER

No. 3772/T1/24/KSFDC

Dated ...01.2026

- 1.1 Open tenders are invited in the prescribed form, from competent, experienced, and financially sound contractors/firms, who fulfil the eligibility criteria prescribed.
- 1.2 The tenderer shall **remit EMD of Rs.12,625/- and Bid Submission fee(Non Refundable) of Rs.1010/-(Incl. GST)**. The EMD will not carry any interest. The Earnest Money Deposit will be refunded to the unsuccessful tenderers and EMD to the successful tenderer will be remitted after satisfactory completion of work on production of original receipt.
- 1.3 Last date of receipt of tender will be **3 PM on 16.02.2026**.
- 1.4 The tenders will be opened at **3 PM on 17.02.2026**.
- 1.5 The Managing Director, KSFDC, reserves the right to accept or reject any or all tenders without assigning any reason whatsoever.
- 1.6 The contractor shall submit the GST registration along with tender. The GST at prevailing rates is applicable to the contractor.

MANAGING DIRECTOR

2.0) Eligibility to tender

1. The tenderer should have done three separate works of order value above Rupees 1 lakhs for Printing, Installation and Display of outdoor hoarding at various locations of various districts in Kerala in the last 3 years.
2. Tenderer should have at least turnover of 10 lakhs in last 3 years (FY 2022-23, FY 2023-24 and FY 2024-25). Valid documents in support of this to be provided.
3. Copy of Audited accounts/Income Tax Return for last 3 (three) Financial Years.
4. Authenticated copy of GST registration certificate & Pan card.
5. During Technical Evaluation process, if any confusion arises in any of the technical documents, bidder may be called to bring the original documents and produce the same in front of Bid Screening Committee/ Tender Evaluation Committee.

3.0) Procedure for submission and opening of tenders

- 1) Tenderer can directly visit Kerala State Film Development Corporation Ltd., Chalachithra Kalabhavan, Vazhuthacaud or visit www.ksfdc.in to download the tender form. In such an instance, the cost of the Tender Form should be submitted separately as a DD/receipt.
- 2) Tender shall submit duly filled tender form, DD/receipt of the amount of the form price (Tender Fee) and deposit (EMD), copy of identity card of the person participating in the tender and documents mentioned in the tender.(as per clause 2.0)
- 3) The tender must be received in a sealed envelope with heading "**Tender For Printing, Installation & Display of Outdoor Hoarding at Kairali/Sree Theatre, Kozhikkode**" send to "The Managing Director, Kerala State Film Development Corporation, Vazhuthacaud, Thiruvananthapuram -14" on **16/02/2026 before 03:00 PM**. Tenders without the price of the tender form and deposit will be unconditionally rejected.
- 4) Tender form will be directly issued from KSFDC only if tender fee receipt is produced.
- 5) If there is no competitive nature, the tender process will be cancelled. In case of any dispute with the tenderer, the decision of the Managing Director of KSFDC will be final.

4.0) Tender documents

Tender documents shall contain the following details: -

- i. Earnest Money Deposit & cost of tender document through DD/receipt as specified.
- ii. Sealed & signed Tender documents
- iii. Price Schedule (Annexure 1)
- iv. A preliminary agreement duly executed on non-judicial stamp paper of value not less than Rs. 200/- as per Pro-forma attached.
- v. Documents mentioned As per clause 2.0

EMD & Tender Fee

- i. The Earnest Money Deposit to the successful tenderer will be remitted after satisfactory completion of work on production of original receipt.
- ii. EMD of unsuccessful tender will be refunded without any interest on the finalization of the contract with the successful Tenderer or on the expiry of the validity period whichever is earlier.
- iii. EMD deposited with the owners will be forfeited if a bidder withdraws his bid during the period of validity specified, if the successful bidder fails within the time limit to sign the contract document or fails to furnish the required security deposit.
- iv. Bid Submission fee /Tender fee is non refundable.

All pages to be initialed

All signatures in the tender document shall be dated as well as all the pages of all sections of tender documents shall be initialed at the lower right hand corner or signed wherever required in the tender papers by the tenderer or by a person holding power of attorney, authorizing him to sign on behalf of the tenderer before submission of tender.

Performance Guarantee/Security Deposit

The successful tenderer shall, before signing the Agreement and within the period specified in the letter of acceptance of his tender, deposit a sum equivalent to **2.5 percent of the amount offered** as Performance Security Deposit for the satisfactory fulfillment of the contract. The EMD of successful tenderer may be adjusted towards the security deposit. If the successful tenderer fails to deposit the security and execute the agreement as stated above, the earnest money deposited by him will be forfeited to the KSFDC and contract arranged elsewhere at the defaulter's risk and any loss incurred by the KSFDC on this account will be recovered from the defaulter who will, however, not be entitled to any gain accruing thereby.

SPECIAL CONDITIONS:

1. **The period within which hoardings to be installed** : The installation of hoardings shall be completed within 15 days from issue of work order.
2. Payment will be given only after successful printing ,erection and removal from site. No advance payment will be made in any circumstances.
3. **Agreement** : Successful bidder shall execute an agreement in stamp paper As per EXTRA ORDINARY KERALA GAZETTE No 838 Vol 7, dtd 31st March 2018 by the Law (Legislation-A) Department GOVERNMENT OF KERALA “ One rupee for every rupees 1000 or part thereof on the amount agreed in the contract, subject to a minimum of rupees 200 and a maximum of rupees one lakh”
4. Every page of the tender form should be authenticated by the Tenderer. Otherwise Tenders will be rejected.

5. The Managing Director KSFDC reserves right to withdraw tender notice without any further notice.
6. If the contractor fails to dismantle the work remove all materials from site within 24 hours contractor shall pay the owner as penalty an amount equivalent to 1% of the value of total work for every day of delay subject to a maximum of 5 % of the contract value.
7. The quoted price shall include transportation, loading unloading, labour charges, dismantling & removing materials from site.
8. Design and contents for flex printing will be supplied by KSFDC to the awardees along with the work order.
9. Print and material of flex (cloth) and fixing of flex are to be as per agreed standards
10. The torn or mutilated flex shall not be displayed.
11. No insurance charge is admissible and the successful tenderer will be responsible for any breakage, damage and loss in transit on way to destination.
12. If any item supplied is found to be not of standard quality as specified above, it should be taken back and replaced by fresh one at own cost of supplier.
13. Hoarding shall be maintained in all aspects by the selected tenderer at least for the duration of 12 days after installation . The Bidder shall replace the flex, immediately if the flex/ Hoardings get damaged due to any reason.
14. Managing Director KSFDC has the right to accept or reject any tender without assigning any reason, whatsoever.
15. The Bid as well as the Contract can be cancelled/ terminated at any point of time by the KSFDC without previous notice and without assigning any reason, whatsoever.
16. The bidder who quotes lowest rates will be selected by the tender evaluation committee. The work will be awarded to the bidder who quotes lowest rate selected by TEC and finalized by the Managing Director KSFDC.

ANNEXURE1- PRICE SCHEDULE

The following table shall be filled by the bidder and submit in letter head and attached with the tender.

Location	Sq ft	Area	Quoted Rate in Rs.*	With GST(18%)
Kairali/Sree Kozhikkode	30x25(feet)	Double side		

*Rate should be quoted by the bidder

Signature of Tenderer

Preliminary Agreement

(To be executed on stamp paper worth Rs 200/-)

Article of agreement executed on this the between the Kerala State Film Development Corporation Ltd (Herein after referred to as the Corporation) on the one part, and (Hereinafter referred as the Bounden) on the other part.

WHEREAS in response to the notice of Advertisement No..... Dated the Bounden has submitted to the Corporation the tender for Display and installation of outdoor hoarding in the existing structure at various locations of various districts in Kerala.

WHEREAS the bounden has also deposited with the Government a sum of as earnest money for execution of an agreement undertaking the due fulfilment of the contract in case his tender is accepted by the Government.

WHEREAS the Bounden has remitted on cash of Rs...../furnished a Bank Guarantee for Rs..... (Rupees as Performance Security Deposit for execution of an Agreement undertaking the due fulfillment of the contract.

NOW THESE PRESENTS WITNESS and it is hereby agreed as follows:

- 1) The Bounden agrees to abide by the terms and conditions of the tender for Printing, Installation and Display of outdoor hoarding in the existing structure at various locations of various districts in Kerala.
- 2) The Bounden agrees to supply the items as per above work at and Print , install, and display successfully to the satisfaction of the Corporation on or before02.2026 of the date of issue of acceptance letter of tender and along with the completion of other works.
- 3) In case the bounden fails to execute the agreement as aforesaid incorporating the terms and conditions governing the contract, the Government shall have power and authority to recover from the bounden any loss or damage caused to the Government by such

breach as may be determined by the Government by appropriating the earnest money deposited by the bounden and if the earnest money is found to be inadequate the deficit amount may be recovered from the bounden and his properties movable and immovable in the manner hereinafter contained.

- 4) All sums found due to the Government under or by virtue of this agreement shall be recoverable from the bounden and his properties movable and immovable under the provisions of the Revenue Recovery Act for the time being in force as though such sums are arrears of land revenue and in such other manner as the Government may deem fit.
- 5) The Bounden agrees to pay liquidated damages to the Corporation if the Bounder fails to supply, install and commission the stall within the completion period, as per the condition of contract.
- 6) The Bounden agrees for the statutory deduction, if any, from the contract value due to the Bounder.
- 7) All sums found due to the Corporation under or by virtue of this Agreement shall be recoverable from the Bounden.
- 8) All the terms and condition of the original tender document submitted by the supplier, work order, other correspondences if any shall be part of this Agreement.

In witness whereof Shri..... (Name and designation) for and on behalf of the Corporation and
Shri. Bounden have hereunto set their hands
theday and year shown against their respective signatures.

Signed by Shri. (date)

In the presence of witnesses:

1.

2.

Signed by Shri. (date)

In the presence of witnesses:

1.

2.