



Kerala State Drugs and Pharmaceuticals Ltd
(A Govt. of Kerala Enterprise)
KALAVOOR, ALAPPUZHA

Phone :0477-2258184 (Extn:207) ; Email :purchase@ksdp.in
Web :http://www.ksdp.co.in

KSDP/PS/EQ/2025-26/400279/T-128

15-12-2025

Notice Inviting Email Quotation for the Supply of Printed Materials- File note large-10 Nos, File Note small -15 Nos, Attendance register 50 pages- 10 Nos

Quotations are invited for the supply of undermentioned goods/ services as per the attached specifications on FOR destination basis at our factory site at Kalavoor,Alapuzha, Kerala state

SI No.	ITEM CODE & DESCRIPTION	UNIT	QUANTITY	EMD	TENDER FEES
1	70400047 File note large	NOS	10 NOS	♦ Not Applicable	♦ Not Applicable
2	70400048 File note small	NOS	15 NOS		
3	70400004 attendance register 50 pages	NOS	10 NOS		

Quotations should be submitted as per the Proforma given below on your letter head.

SI No.	Name of item	Make	Rate per unit (including freight, if any)	GST %	Offer validity	Remarks, if any
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Due Date/Time : 18-Dec-25 / 1 PM

Opening Date/Time: 18-Dec-25 / 1.30 PM

Note: Please provide COA along with the quotation.

Offer validity*: Minimum 7 days offer validity from the date of closure of bid submission.

Quotation received with offer validity less than 7 days from the date of closure of bid submission will be entirely rejected.

Please send your lowest offers of the item to our e-mail ksdptender@gmail.com before 1 PM, 18/12 /2025.

The Quotation should be submitted through a password protected excel sheet. Please share your Password to our email ksdptender@gmail .com@1.30 PM, 18.12.2025.

TERMS & CONDITIONS

- 1.Payment terms :- 30 days after the receipt of the material along with documents, subject to QC approval.**
- 2.Mode of payment:- E-Payment.**
- 3.Delivery Period:- Supply should be effected within 15 days on award of PO**
- 4.Special instructions:- Quotation number Should be mentioned in the subject line.**

HOD - Purchase