

REQUEST FOR QUOTATION

Supply of Electric Scooter

QN: KSIDC/IGCKANNUR/276/2026/09/01

24.09.2026

Kerala State Industrial Development Corporation Ltd. invites sealed quotation from OEM or authorised dealers of OEM for the "Supply of Electric Scooter" as per quantity and specification below.

TECHNICAL SPECIFICATIONS & SCOPE OF WORK:

Technical Specification of Electric Scooter	Parameters	Required Value	Quantity (nos)
	Category of Vehicle	Low Speed	1
	Vehicle maximum speed (Kmph)	25	
	Protective headgear	As per CMVR 1989, Rule 138 (4) (f)	
	Motor	60V	
	Motor Power	250W	
	Tyre	Tubeless	
	Brake	Disc Brake	
	Head Light	LED	
	Battery	Lithium Ion	
	Battery Capacity	30AH/ 1.8 kWh	
	Battery Charging time	4-6 hours	
	Battery Warranty (Onsite)	3 years	
	Vehicle Warranty (Onsite)	1 year	
	Electrical Parts Warranty (Onsite)	1 year	
	Range per single charge	80 Km	

OTHER REQUIREMENTS, INSTRUCTION & CONDITIONS OF THE QUOTATION NOTICE

1)	Price basis:	Kerala State Industrial Development Corporation Ltd. Industrial growth centre Kannur, Valiyavelicham, Kuthuparamba, Kannur-670643
2)	Tender fee	Nil
3)	EMD	Nil

4)	Performance security	5% of the contract value. PSD shall be released within 60 days post completion of warranty period and all warranty obligations	
5)	Retention amount:	Nil	
6)	Bid Validity	90 days from the last date of bid submission and to be extended as per the request from KSIDC.	
7)	Warranty		
		Battery Warranty (Onsite)	3 years
		Vehicle Warranty (Onsite)	1 year
		Electrical Parts Warranty (Onsite)	1 year
8)	Delivery completion period	Items shall be supplied within 15 days from the date of Issue of LOA/Purchase order.	
9)	Last date and time of submission	15.10.2026 @ 11:00 AM	
10)	Time and date of opening	15.10.2026 @ 11:30 AM	
11)	The documents to be submitted along with bid *PAN card, GST certificate and cheque copies need not be enclosed by bidder who have received Purchase/work order from KSIDC unless there are changes in the said credentials.	a) Duly filled form Appendix 1 b) PAN Card copy* c) GST registration certificate* d) Cancelled cheque copy* e) Schedule of compliance as per the format enclosed in Appendix 2 f) Financial bid as per the format enclosed in Appendix 3. g) OEM or MAF certificate	
15)	Address of receipt of Sealed envelope by specifying QN no. on the envelope	Assistant Manager (Infra) KSIDC-IGC Kannur, Valiyavelicham, Kuthuparamba, Kannur-670643	
16)	Opening location of Quotation	-same as above-	
17)	Award criteria	The LoA/PO will be awarded based on the technically accepted least total cost including all taxes of the quotations received post correction of arithmetic errors if any.	
18)	Evaluation criteria	The product quoted shall be in accordance with the required technical specifications.	

19)	Determination of responsiveness:	Bids of those tenderers shall be considered as non-responsive & shall be summarily rejected if: a. The bidder has failed to quote for all the line items of the BoQ provided herein.
20)	Acceptance of LoA/Purchase Order	The successful bidder shall return a copy of PO duly signed and stamped in all pages as a token of acceptance of the LoA/PO to the following address so that it reaches us within 3 days. Assistant Manager (Infra) KSIDC-IGC Kannur, Valiyavelicham, Kuthuparamba, Kannur-670643
21)	Payment Terms:	The payment after all statutory deductions and retention if any for the items supplied will be made against submission of following; a) Tax Invoice b) Acceptance of goods by the purchaser/consignee
23)	Variation	The quantities mentioned in the BOQ is indicative. If there is an increase in the quantity above the quantity mentioned in the BoQ, then the same has to be verified & certified by KSIDC subject to a maximum of 25%. The contractor shall submit invoice for the actual work involved based on the certification from KSIDC representative against the unit rate quoted against each line item of the BoQ.

24) Invoice: Invoice should be submitted in triplicate, after completion of supply against Purchase Order. Invoice should contain bank details, name of the bank, Branch, IFSC code, PAN details, HSN code, suppliers GST No. and KSIDC GST No. **32AAACK9434D1ZV** and must be addressed to AM (Infra), Kerala State Industrial Development Corporation Ltd, IGC Kannur, Valiyavelicham, Kuthuparamba, Kannur-670643

25) Partial delivery is acceptable. But payment will be released only after acceptance of full quantity of items as per schedule issued by KSIDC.

26) No advance payment will be made.

27) While submitting the quotation, the bidders will be deemed to have read, understood and accepted all the terms and conditions stated in this document and its addendum/corrigendum if any and no change, what so ever desired, will be entertained by KSIDC.

28) The authorized person shall sign all the documents on all pages.

29) The bidders should quote the price for door delivery including Transit insurance, freight charges, loading & unloading charges, arrangement/cost of machines, Equipments, labour, tools, materials, consumables, supervising, commissioning and indicating separately the basic price and

GST applicable for each unit tendered along with the HSN/SAC code and if GST exemption is there, appropriate exemption notification document should be submitted.

- a) The basic price quoted shall be exclusive of GST but including all other applicable taxes, duties and other charges. GST rate and amount applicable shall be shown separately in the financial bid along with the HSN/SAC code and if exempted, with appropriate exemption notification document.
- b) Transportation, packing, forwarding, installation and other charges if any, shall also be included in the quoted price.
- c) Total price quoted to be inclusive of all taxes and including GST.
- d) The GST amount shall be calculated as per the percentage quoted in the Financial bid.
- e) In case any bidders make arithmetical errors or quote with a different percentage or omit to quote, the same will be corrected as per the percentage applicable against the quoted HSN/SAC in the financial bid. In case no HSN/SAC is provided the quoted rate shall be deemed as inclusive of applicable GST. If the total corrected value exceeds the total quoted value in the financial bid, then the base price will be adjusted so as to maintain the originally quoted amount inclusive of taxes.
- f) The tax liability as per GST Act rests with the contractor, ambiguity if any regarding the percentage for that particular work or Services Accounting Code (SAC)/HSN etc shall be cleared before offering of rates.
- g) Any liability on account of wrong classification of goods or services for arriving at taxes will be on the bidder.
- h) Lowest offer will be decided based on the overall lowest amount calculated with the basic price along with GST.
- i) Invoice as per GST Act should be furnished prior to every running account/final bills.
- j) The GSTIN of Kerala State Industrial Development Corporation Ltd is **32AAACK9434D1ZV**
- k) GST at actuals shall be paid on the quoted/corrected base value as per GST law in India after submission of appropriate GST invoices with GSTIN of the bidder and GSTIN of Kerala State Industrial Development Corporation Ltd - **32AAACK9434D1ZV**
- l) Under GST law the contractor shall also comply regarding filing of all the returns to the GST network/government departments within the stipulated time every month or such other period as required by the Government. If the contractor does not comply with any of the GST laws and procedures and if KSIDC incurs any liability on this account or does not get the input credit from the GST Network/Government as goods and/or service receiver due to the contractor's failure to comply with the procedures of filing / uploading of data/submissions of documents etc in time then all such liability including the input credit of the GST lost by KSIDC and the penalties and interest incurred by KSIDC would be the liability of the contractor and the same shall be recovered either by recovery from security deposits / any other amount payable by the contractor to KSIDC or through direct payment. The contractor shall submit the copy of latest filed return - GSTR1 along with the invoice.

- m) If there is a discrepancy between the unit price and the line item total that is obtained by multiplying the unit price by the quantity, the unit price shall prevail and the line item total shall be corrected, unless in the opinion of the Company there is an obvious misplacement of the decimal point in the unit price, in which case the line item total as quoted shall govern and the unit price shall be corrected;
 - n) If there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected; and
 - o) if there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail subject to (m) and (n) above.
 - p) Tenderer shall be requested to accept correction of arithmetical errors. Failure to accept the correction shall result in the rejection of the Tender and forfeiture of bid security
 - q) The prices quoted should be firm and not subject to any variation, unless specified in the tender documents. Any deviation in this aspect may make the offer liable to be ignored.
- 30) The offers received through telex/tele-fax/e-mail will not be accepted by KSIDC under any circumstances.
- 31) If the date specified for opening of quotation happens to be a holiday for KSIDC, it will be opened next working day at the designated time.
- 32) KSIDC shall not be responsible for any delay/loss or non-receipt of quotation by post/courier service. Late quotation (received after date and time of submission of bid) shall not be accepted under any circumstances.
- 33) KSIDC reserves the right to accept or reject any or all proposals without assigning any reasons. Bidder shall have not any cause of action or claim against the KSIDC for rejection of his proposal.
- 34) Consideration of Reputed make is at sole discretion of KSIDC.
- 35) Late delivery penalty and liquidated damages**
- a) **For work completion** : If the contractor fails to complete the work within the stipulated time in the Work order , the supplier shall pay KSIDC in terms of late delivery fee of 0.5% of value of delayed works per week of delay subject to maximum 10% of the value of such works. For avoidance of doubt, the L.D will be calculated on pro rata basis for the no. of days of delay. Any delay happened from KSIDC will be excluded for the calculation of L.D.
- 36) The supplier shall fully indemnify for all claims damages, expenses and related liabilities.