



Kerala State AIDS Control Society  
Red Cross Road  
Thiruvananthapuram -695035  
www.ksacs.in

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KSACS/337/2025/PS

To

Agencies Concerned

28-08-2025

Sir,

**Sub: Invitation of quotations for Coffee Vending Machine – Reg.**

Sealed competitive quotations are invited by the undersigned from the vendors for one coffee vending machine.

**1. Quoted Price**

- a. The bidder shall quote for all the items shown in Annexure I.
- b. Quotation shall be submitted in the format shown in Annexure II.
- c. All duties, taxes, service charges, and other levies payable by the bidder shall be included in the quoted rate.
- d. The rate quoted will be fixed for the duration of the contract and shall not be subject to adjustments.
- e. Corrections, if any, shall be made by crossing out, initialing, dating, and rewriting.
- f. Telex and Facsimile or email quotations are not acceptable.

**2. Each bidder must submit only one quotation.**

3. Place of installation at the Head Office of Kerala State AIDS Control Society, Red Cross Road  
Thiruvananthapuram

**4. Evaluation of quotations**

The Purchaser will evaluate and compare the quotations determined to be substantially responsive ie: which

- a. are properly signed and
- b. conform to the terms and conditions

**7. Award of contract**

1. The Purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest price.
2. The Purchaser, before the expiration of the quotation validity period, will notify the bidder whose quotation is accepted of the award of the contract. The terms of the accepted offer shall be incorporated in the Work order.
3. The contract will be valid for a period of one year, extendable by one more year, subject to satisfactory performance. The rates quoted will remain in force for the full period of the contract. No demand for revision of the rate on any account shall be entertained during the contract period.



4. The bidder should submit the financial bid in the format mentioned in Annexure II
5. Notwithstanding the above, the Purchaser reserves the right to accept or reject and to cancel the bidding process and reject all quotations at any time prior to the award of the contract, without detailing any specified reasons whatsoever.

**8. Last date and time of receipt of quotations**

The last date and time of receipt of the quotation is mentioned in **Annexure III.**

The date of opening of quotations is mentioned in **Annexure III**

Quotations will be opened in the presence of the Bidders or their representatives who choose to attend at the time and date mentioned in **Annexure III**

9. All decisions of the Project Director will be final and binding to all in every respect.

We look forward to receiving your quotations and thank you for your interest in this Project.

Signed by

Sakeena Karayil Jafar

Date: 28-08-2025 15:53:43

**Project Director**

**Annexure I**

**Description of the product**

4 option vending machine

**Pre mix conditions**

1. Coffee premix
2. Tea premix
3. Without Tea
4. Lemon Tea

**All charges inclusive of taxes.**



**Annexure II – Financial Bid Format**

Sl. No.	Work Description	Amount*
1	Installation of a coffee vending machine at Kerala State AIDS Control Society (1 No.)	

**Annexure III**

1	Last date & Time of submission of quotations	10-09-2025 5.00pm
2	Date & Time of opening of quotations	11-09-2025 11.00am

**Preparing Sealed quotations:**

You are requested to submit the sealed quotations super scribed on the envelope as "Quotations Coffee Vending Machine " with the contact number of the agency.