THIRUVANANTHAPURAM REGIONAL COOPERATIVE MILK PRODUCERS' UNION LTD. (TRCMPU Ltd.)

"KSHEERA BHAVAN", PATTOM, THIRUVANANTHAPURAM – 695 004
E-mail ID – trcmpupi@gmail.com

E-TENDER FOR SUPPLY OF GIFT VOUCHER (2026)

Bid Ref. No.: 124/TRU/P&I/AGB/2026-27/ETEND-1
E-Tender ID: 2026_KCMMF_890298_1

BID FORM

1.Registered Name of Bidder :

2.Address :

3. Telephone

i. Land phone :

ii. Mobile :

4. E-mail :

5. Fax :

THIRUVANANTHAPURAM REGIONAL COOPERATIVE MILK PRODUCERS' UNION LTD.
(TRCMPU Ltd.)
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NOTICE INVITING TENDER

TRCMPU Ltd invites competitive offers from Bonafide Traders for supply of Gift Vouchers (Approximately 1,000 vouchers of base value Rs. 7,000/-) to its Head Office situated at Pattom, Thiruvananthapuram. The bid shall be submitted in two-cover system consisting of technical bid and financial bid. The financial bid of those who qualify in the technical bid only will be opened. Detailed terms and conditions are contained in the bidding document/ tender document of the above work which is uploaded in the Kerala Government e-portal www.etenders.kerala.gov.in.

a.	Tender reference No	124/TRU/P&I/AGB/2026-27/ETEND-1 E-Tender ID: 2026_KCMMF_890298_1
		Through the Website: www.etenders.kerala.gov.in
c	Tender Value	Approximately Rs. 70,00,000/- (Rupees Seventy Lakh only)
d.	EMD	Rs. 50,000/- (Rupees Fifty Thousand only)
e.	Tender fee	Rs. 500/- (Rupees Five Hundred only) Processing Fee – Rs. 1,534/- (Rupees One Thousand Five Hundred and Thirty-Four only)
f.	Documents publishing date	19.11.2026; 02:00 PM
g.	Bid submission-closing date	27.11.2026; 02:00 PM
h.	Bid opening	28.11.2026; 03:00 PM
i.	Bid validity	90 days from date of tender opening

Digitally signed by
WILSON M J
Date: 19-11-2026
13:36:18

WILSON M J
MANAGING DIRECTOR(MDO-THO)

Pattom, Thiruvananthapuram
19-11-2026

General Guidelines for e-Procurement

This tender is an e-Tender and is being published online for the supply of items as mentioned in the Invitation to Bid. The tender is invited in two cover system from the registered and eligible parties through e-procurement portal of Government of Kerala (http://www.etenders.kerala.gov.in). Prospective bidders willing to participate in this tender shall necessarily register themselves with above-mentioned e-procurement portal. The tender timeline is available in the critical date section of this tender published in www.etenders.kerala.gov.in.

Online Bidders registration process:

Bidders should have a Class II or above Digital Signature Certificate (DSC) to be procured from any Registration Authorities (RA) under the Certifying Agency of India. Details of RAs will be available on "www.cca.gov.in." Once, the DSC is obtained, bidders have to register on "www.etenders.kerala.gov.in" website for participating in this tender. Website registration is a one-time process without any registration fees. However, bidders have to procure DSC at their own cost. Bidders may contact e-Procurement support desk of Kerala State IT Mission over telephone at 0471-2577088, 2577188, 2577388 or 0484-2336006, 2332262 or 1800-3070-2232 – through e-mail: "etendershelp@kerala.gov.in" for assistance in this regard.

Online Tender Process:

The tender process shall consist of the following stages:

a. **Downloading of tender document**: Tender document will be available for free download on "www.etenders.kerala.gov.in" from the date & time of publication of e-tender, till the last date & time for online submission of e-tender. However, tender document fees shall be payable at the time of bid submission as stipulated in this tender document. Downloading of tender documents will not be possible after the date specified above.
b. **Pre-bid Meeting:** NA
c. **Publishing of Corrigendum**: All corrigenda shall be published on "www.etenders.kerala.gov.in"and shall not be available elsewhere.
d. **Bid submission**: Bidders have to submit their bids along with supporting documents to support their eligibility, as required in this tender document to "www.etenders.kerala.gov.in." No manual submission of bid is allowed and manual bids shall not be accepted under any circumstances.
e. **Opening of Technical bid and bidder short-listing:** Technical bids will be opened, evaluated and shortlisted as per the eligibility and technical qualification. All documents in support of technical qualification shall be

submitted (online) within the due date and time. Failure to submit the documents will attract disqualification. Bids shortlisted by this process will be taken up for opening the financial bid.

f. **Opening of financial bids:** Bids of the qualified bidders shall only be considered for opening and evaluation of the financial bid on the date and time mentioned in the critical date's section.

Documents comprising bid:

g. **First Stage (Pre-qualification or Technical cover based on 1 cover or 2 cover tender system):**

Pre-qualification or technical proposal shall contain the scanned copies of the documents mentioned in the Terms & Conditions (Clause 1. Eligibility requirements) which every bidder has to upload.

The department doesn't take any responsibility for any technical snag or failure that has taken place during document upload.

h. **The Second Stage (Financial Cover or as per tender cover system):**

The Bidder shall complete the Price bid as per BOQ in spreadsheet format given for download along with this tender.

Note: - The blank price bid should be downloaded and saved on bidder's computer without changing file-name, otherwise price bid will not get uploaded. The bidder should fill in the details in the same file and upload the same back to the website.

Fixed price: Prices quoted by the Bidder shall be fixed during the bidder's performance of the contract and not subject to variation on any account. A bid submitted with an adjustable/variable price quotation will be treated as non-responsive and rejected.

a. **Tender Document Fees and Earnest Money Deposit (EMD)**

The Bidder shall pay a tender document fee and Earnest Money Deposit or Bid Security as given in the Tender Inviting Notice. The Bid security is required to protect the purchaser against the risk of Bidder's conduct, which would warrant the forfeiture of security.

Online Payment modes: The tender document fees and EMD can be paid in the following manner through e-Payment facility provided by the e-Procurement system:

State Bank of India Multi Option Payment System (SBI MOPS Gateway): Bidders are required to avail Internet Banking Facility in any of below banks for making tender remittances in e-Procurement System.

A) Internet Banking Options (Retail)			
1	Allahabad Bank	32	Kotak Mahindra Bank
2	Axis Bank	33	Lakshmi Vilas Bank
3	Andhra Bank	34	Mehsana Urban Co-op Bank
4	Bandan Bank	35	NKGSB Co-operative Bank
5	Bank of Bahrain and Kuwait	36	Oriental Bank of Commerce

6	Bank of Baroda	37	Punjab and Maharashtra Cooperative Bank
7	Bank of India	38	Punjab National Bank
8	Bank of Maharashtra	39	Punjab and Sind Bank
9	Bassein Catholic Co-operative Bank	40	RBL Bank
10	BNP Paribas	41	Saraswat Cooperative Bank
11	Canara Bank	42	ShamraoVithal Cooperative Bank
12	Catholic Syrian Bank	43	South Indian Bank
13	Central Bank of India	44	Standard Chartered Bank
14	City Union Bank	45	State Bank of India
15	Corporation Bank	46	Syndicate Bank
16	Cosmos Bank	47	Tamilnad Mercantile Bank
17	DCB Bank	48	Tamilnadu Cooperative Bank
18	Dena Bank	49	The Kalyan Janata Sahakari Bank
19	Deutsche Bank	50	Thane Janata Sahakari Bank
20	Dhanalaxmi Bank	51	UCO Bank
21	Federal Bank	52	Union Bank of India
22	HDFC Bank	53	United Bank of India
23	ICICI Bank	54	Vijaya Bank
24	IDBI Bank	55	YES Bank
25	Indian Bank		
26	Indian Overseas Bank		
27	IndusInd Bank		
28	Jammu & Kashmir Bank		
29	Janata Sahakari Bank		
30	Karnataka Bank		
31	KarurVysya Bank		
B) Internet Banking Options (Corporate)			
1	Bank of Baroda	21	Laxmi Vilas Bank
2	Bank of India	22	Oriental Bank of Commerce
3	Bank of Maharashtra	23	Punjab & Maharashtra Coop Bank
4	BNP Paribas	24	Punjab & Sind Bank
5	Canara Bank	25	Punjab National Bank
6	Catholic Syrian Bank	26	RBL Bank
7	City Union Bank	27	ShamraoVitthal Co-operative Bank
8	Corporation Bank	28	South Indian Bank
9	Cosmos Bank	29	State Bank of India
10	Deutsche Bank	30	Syndicate Bank
11	Development Credit Bank	31	UCO Bank
12	Dhanalaxmi Bank	32	Union Bank of India
13	Federal Bank	33	UPPCL
14	HDFC Bank	34	Vijaya Bank
15	ICICI Bank	35	Axis Bank
16	Indian Overseas Bank		
17	JantaSahakari Bank		
18	Jammu & Kashmir Bank		

19	KarurVysya Bank		
20	Kotak Bank		

During the online bid submission process, the bidder shall select ***SBI MOPS*** option and submit the page, to view the ***Terms and Conditions*** page. On further submitting the same, the e-Procurement system will re-direct the bidder to MOPS Gateway, where two options namely ***SBI*** and ***Other Banks***** will be shown. Here, Bidder may proceed as per below:

a. **SBI Account Holders** shall click **SBI** option to with its Net Banking Facility, where bidder can enter their internet banking credentials and transfer the Tender Fee and EMD amount.
b. **Other Bank Account Holders** may click **Other Banks** option to view the bank selection page. Here, bidders can select from any of the 54 Banks to proceed with its Net Banking Facility, for remitting tender payments.

**Transaction Charges for Other Banks vide SBI Letter No. LHO/TVM/AC/2016-17/47 – 1% of the transaction value subject to a minimum of Rs. 50/- and maximum of Rs. 150/-*

Any transaction charges levied while using any of the above modes of online payment has to be borne by the bidder. **The bid will be evaluated only if payment status against bidder is showing "Success" during bid opening.**

SUBMISSION PROCESS:

For submission of bids, all interested bidders have to register online as explained above in this document. After registration, bidders shall submit their Technical bid and financial bid online on "www.etenders.kerala.gov.in" along with online payment of tender document fees and EMD. No other mode of submission shall be accepted and such tenders will be rejected outright.

For page-by-page instructions on the bid submission process, please visit "www.etenders.kerala.gov.in" and click "Bidders Manual Kit" link on the home page.

It is necessary to click on "Freeze bid" line/icon to complete the process of bid submission otherwise the bid will not get submitted online and the same shall not be available for viewing/opening during bid opening process.

TERMS & CONDITIONS

A. Eligibility Criteria

1. The bidder shall be an authorized issuer or distributor of gift vouchers/gift cards.
2. The bidder shall possess a valid GST registration and valid Office/business registration in the State of Kerala.
3. The bidder shall have experience in supplying gift vouchers/gift cards to Government Departments, PSUs, Cooperative Institutions, Corporate Organizations, or other reputed institutions.
4. The bidder shall either have at least one operational showroom/outlet in Thiruvananthapuram, Kollam, Alappuzha and Pathanamthitta districts of Kerala, or the Gift Cards shall be valid and redeemable at any outlet in the above mentioned four districts.
5. The annual financial turnover of the bidder during any of the last two years shall not be less than twice the estimated bid value as specified in the Invitation to bid.
6. The bidder should not be under liquidation, court receivership or similar proceedings, should not be bankrupt.

B. Tender Submission

1. Tenders are to be submitted online only through the e Procurement portal of Government of Kerala www.etenders.kerala.gov.in
2. Prescribed format is available as BOQ (Bill of Quantities) in the website for quoting the rates.

C. Documents to be uploaded during tender submission

1. The bidder shall scan and upload this tender document with proper signature in all pages.
2. Aadhar, PAN and GST Registration details.
3. Documentary proof regarding Office/Business registration in State of Kerala.
4. Annual turnover certificate (last two years) certified by Competent Authority/Chartered Accountant.
5. Income Tax Returns for previous year.
6. Undertakings from bidder that they are not be under liquidation, court receivership or similar proceedings, and are not bankrupt.
7. Self-declaration on company letterhead confirming that the firm is not blacklisted/debarred by any Central/State Government Department/PSU/Autonomous body.
8. Documents to prove experience in supplying gift vouchers/gift cards to Government Departments, PSUs, Cooperative Institutions, Corporate Organizations, or other reputed

institutions

The tender submitted without the above said documents will be considered as incomplete and subjected for rejection during technical evaluation.

D. **Validity**

1. The bid shall be valid for a period of 90 days from the date of opening of Tender.
2. On acceptance of the bid, the supplied gift vouchers shall be valid for a minimum period of 6 months from the date of delivery.

E. **Tender Fee & Earnest Money Deposit**

1. The Tender fee and EMD as given in the invitation to bid shall be accepted via online transaction only, through the site www.etenders.kerala.gov.in.
2. Tender Fee (Bid Submission Fee) shall be non-refundable.
3. EMD of the unsuccessful tenderer shall be released immediately after the award of the contract to the successful tenderer.
4. The EMD of the successful bidder shall be released after acceptance of purchase order.
5. No interest shall be paid for the EMD towards the period for which it lies in deposit.
6. In case the bidder withdraws from the tender after financial evaluation the EMD will be forfeited.
7. The EMD, shall subject to the condition specified herein, be returned to the bidder once the acceptance of purchase order. In the event of any dispute arising between TRCMPU and the Bidder, TRCMPU shall be entitled to deduct out of the EMD the corresponding amount of such damages, and the expenses as may be claimed, until such dispute is determined.

F. **Scope of Supply**

The successful bidder shall supply approximately 1,000 numbers of gift vouchers, each having a base value of ₹ 7,000/- (with the additional value offered over and above base value as per bid submitted), to the Head Office of TRCMPU Ltd. situated at Pattom, Thiruvananthapuram, within 7 days from the date of issue of the Purchase Order. The quantity mentioned is approximate and it may increase or decrease based on the actual requirements.

G. **Financial Bid**

Bidders shall quote the additional value (in ₹) offered per gift voucher over and above the base value of ₹ 7,000/-.

Example:

-
  -
    - Base voucher value: ₹ 7,000/-
    - Additional value offered: ₹ 500/-

- Total redeemable value per voucher: ₹ 7,500/-

H. Evaluation and Award of Contract

The tender shall be evaluated on the basis of the highest additional value offered per voucher over and above the base value of ₹ 7,000/-.

The bidder offering the highest additional value (H1 bidder) shall be considered for award of the contract, subject to meeting all eligibility criteria and other terms and conditions of the tender. TRCMPU Ltd. reserves the right to accept or reject any or all tenders without assigning any reason whatsoever.

I. Payment

Payment shall be made within 15 days after satisfactory delivery and verification of the gift vouchers.

J. Miscellaneous

1. Bidder alone will be responsible for submission of defective tenders and such tenders are liable to be summarily rejected.
2. Bidders are advised to note the Tender ID and Tender No. & Date for reference.
3. All uploaded documents should contain the signature and the office seal of the bidder/authorized persons and should be digitally signed while uploading. Documents uploaded without digital signature shall entitle rejection of the tender.
4. The Managing Director, TRCMPU Ltd., reserves the right to reject any or all the technical bids, if he finds the same would safeguard the best interest of TRCMPU.
5. The language of the tender shall be in English.
6. Thiruvananthapuram Regional Cooperative Milk Producers Union Ltd. shall not be responsible for any kind of delay in online submission of tender.
7. Only the authorized signatory shall submit the tender.
8. Amendments if any shall be brought to notice through the online website www.etenders.kerala.gov.in or www.milmatrcmpu.com to all prospective bidders, and will be binding on them.
9. The Bidder shall pay tender fee and Earnest Money Deposit. EMD is remitted to protect the purchaser against risk of Bidder’s conduct during the tender process, which would warrant the forfeiture of EMD amount.
10. No representation for enhancement of rates once accepted will be considered.
11. Special conditions, if any, attached unilaterally by the bidder along with the tender document will not be applicable to the contract unless they are expressly accepted in writing by the undersigned.
12. Payment of taxes, any other applicable Government levies and all statutory deductions shall be made according to the rules and regulations as existing on the date of the payment.

13. Arbitration: - In case of any dispute, the Registrar of Cooperative Societies of Kerala State shall be the sole Arbitrator as per the provisions of section 69 of Kerala Cooperative Societies Act 1969.
14. Jurisdiction: - Thiruvananthapuram (Kerala) only.

for TRCMPU Ltd.,

WILSON M J

MANAGING DIRECTOR(MDO-THO)