SACRED HEART COLLEGE (AUTONOMOUS)

THEVARA, KOCHI 682013, KERALA, INDIA

No. **01/PROJ/TENDER/2026** Dated : 28.10.2026

TENDER NOTICE

Sealed Open Tenders are invited for the supply for the following A3 & A4 printing papers for the Examination (P D Account) in Sacred Heart College, Thevara, Kochi 682013

1	Tender No.	**01/PROJ/TENDER/2026**
2.	Item & Quantity and specification	**Refer Tender Document**
3.	Date of sale (Tender form)	30/10/2026 to 16/11/2026 Time 10.00 AM to 3.00 PM (working days)
4.	Last date and time for submission of Tender	18/11/2026 03.00PM
5.	Date and time of opening Tender	19/11/2026 03.00PM
6.	Place of submission & Opening	Main Office(1st floor), Sacred Heart College, Thevara
7.	Cost of tender form	500/-
8.	Earnest Money Deposit	Earnest Money Deposit, calculated@ **1%** of the Purchase Assessment Cost, should be paid by the firm. The EMD should be furnished in the form of D.D. in favor of the '**THE PRINCIPAL SH COLLEGE**' payable at South Indian Bank, Thevara along with sealed tenders.
9.	Preliminary Agreement	An agreement has to be executed by you in the prescribed form on stamp paper of value **Rs.200/-** purchased in the Kerala State as per Stores Purchase Manual 2013 along with the sealed tender. The Format of the agreement is available in the SH website. "www.shcollege.ac.in/tender"

10.	Security Deposit & Agreement	The bidder to whom tender has been awarded should deposit a Security amount of **5%** of the cost as demand draft in favour of 'THE PRINCIPAL SH COLLEGE ' payable at South Indian Bank, Thevara and an agreement in Kerala stamp paper worth **Rs.200/-**. The Format of the agreement is available in the SH website. www.shcollege.ac.in/tender. The security will be released only after satisfactory performance during the warranty period.
11.	Address of officer from whom tender forms are to be obtained and to whom tenders are to be submitted	The Principal Sacred Heart College (Autonomous), Thevara Kochi 682013, Kerala, India

Dr. Franklin. J
D.D.O & Principal in Charge
Sacred Heart College (Autonomous)
Thevara, Kochi-682013