SREE MAHA GANAPATHY TEMPLE

PAZHAVANGADI, THIRUVANANTHAPURAM-23

Email : pazhavangadiganapathi@gmail.com

TENDER FORM FOR SUPPLY OF PROVISION

For the period from 1st April 2025 to 31ST Mar 2026( One Year)

**For E-mailing Filled Tender Format** : Use MS Word 2007 compatible to WINDOWS7, WINDOWS XP

|  |  |  |
| --- | --- | --- |
| Ser No | Particulars required  | All Particulars to be Filled by the Contractor |
| **I Particulars of Bidder/Contractor** |   |
| 1 | Name |   |
| 2 | Mobile No |   |
| 3 | **Address** |   |
|   | House No/Name/TC |  |
|   | Village |   |
|   | Post  |   |
|   | State |   |
|   | PIN |   |
| **II Registration Details of Concern**  |
| 5 | GST Number  |   |
| 6 | Details of Trade License 2023-24 |   |
| **III. EMD Details of Rs 10,000/- (Rupees Ten Thousand) in the Name of SreeMahaGanapathy Temple Pazhavangadi,\*** |
| 7 | DD NumberDD DateIn favour of Name Bank Branch * **\*Original DD to be produced at the time of Opening of Tender, Otherwise Tender will be treated as cancelled.**
 |  |
|  |
|  |
|  |
|  |

**-2-**

**IV.Tender Details for Quoting Amount**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Ser****No** | **Required Items** | **Approx****Quantity****Per Month** | **Rate per Unity** | **Total Amount** |
| **1.** | **Raw Rice\_*Pachhari* No 1 (*Ponni*)** | **2500 Kg** |  |  |
| **2.** | **Chamba Raw Rice *Pachhari* (*Nirapara*)** | **250 Kg** |  |  |
| **3.** | **Dal Drudu (Plain) 1st Quality** | **500 Kg** |  |  |
| **4.** | **Dal Moong (Plain) 1st Quality** | **500 Kg** |  |  |
| **5.** | ***Sarkara* (Molasses) 1st Quality** | **2500 Kg** |  |  |
| **6.** | **Sugar** | **100 Kg** |  |  |
| **7.** | **Pepper (*Kurumuzhaku*)** | **10 Kg** |  |  |
| **8.** | **Dried Graps 1st Quality** | **10 Kg** |  |  |
| **9.** | **Till Seed** | **50 Kg** |  |  |
| **10.** | **Cardamom (*Elakka*)** | **08 Kg** |  |  |
| **11.** | **Cashew nut** | **10 Kg** |  |  |
| **12.** | **Dried Ginger (*Chukku*)** | **06 Kg** |  |  |
| **13.** | ***Chanam* for binding Prasadam** | **100 Kg** |  |  |

Date : Feb 2025

Palce : Sd/---

Transparent e-Tender Procedures

Stepwise details of Simple Method for Sending a Encrypted Documents through Microsoft Office Word Document.

**Step -1**  - Download Word Quotation Format from our Website and fill the fields

**Step -2** -Go to the File Menu and select ‘**Save As**’ this document in **MS WORD 2007,** (compatible to WINOWS 7, WINDOWS XP,) and go to **‘Prepare’**of the same Menu for preparation of the document for distribution and select **‘Encrypt document’**. Enter password for ensuring encryption of the document.

**Step -3** -Compose mail with subject on which item your quoting (eg : Quotation for Supply of Provision “ and send the tender documents to our mail address as under:-

**pazhavangadiganapathi@gmail.com**

**Note :-**

1. Please note that the tender documents can be opened only on production of password created by you.

2. Please ensure the secrecy of password.

3. If any clarification required, please contact office (Phone 0471-2461929)