

**KERALA STATE ELECTRONIC DEVELOPMENT
CORPORATION LIMITED**

Keltron House, Vellayambalam, Thiruvananthapuram – 695003

Phone: 0471-4094444, 2724444, Fax:0471-2724545 Email: marketing@keltron.org



EOI Invitation

For

**“Selection of Skill Development Training Partner for Conducting Skill
Development Training Programme on PAN India basis”**

EOI No: KSEDC/KOL/EOI/CS/2025-26/02 Date: 15.07.2025

**KELTRON,
20, Ballygunge Circular Road
Kolkata – 700 019
E-mail : kelcal@keltron.org
Web : www.keltron.org
Mob: 98116 58988**

PART A

EOI No: KSEDC/KOL/EOI/2025-26/01 Date: 15.07.2025

1. Sub.: Selection of Skill Development Training Partner for Conducting Skill Development Training Programme on PAN India basis.

KELTRON is in the process of augmenting its business domain to provide Skill Development Training Program and KELTRON invites proposal from reputed companies to collaborate with KELTRON for the above opportunity.

Schedule of Requirements

Sl. No.	Item description
1	Selection of Skill Development Training Partner for Conducting Skill Development Training Programme on PAN India basis

2. The EoI document should be submitted as per formats along with all relevant documents in support of qualifications and experience.

3. Important Dates & Time of the Tender shall be as below:–

EOI No: KSEDC/KOL/EOI/2025-26/01	https://etenders.kerala.gov.in/
EOI Document available on website.	15.07.2025 at 4:00PM
EOI submission Start Date and Time	15.07.2025 at 4:00PM
EOI submission end Date and Time	22.07.2025 at 4:05PM
Date & Time of opening of EOI (Technical Bid)	23.07.2025 at 4:10PM
Technical Evaluation	The date will be communicated after Opening of Pre-Qualification and Technical Bids.

4. EoI Documents shall be available at <http://etenders.kerala.gov.in/>
5. KELTRON reserves the right to amend or cancel the EoI in part or in full without prior notice at any point of time.
6. The Special Instructions to the Contractors/Bidders for the e-submission of the bids are given under “Help to Contractors” in website <http://etenders.kerala.gov.in/nicgep/app>

Contact Address:

Branch Head,
20, Ballygunge Circular Road
Kolkata – 700 019
Mob: 98116 58988
Email: kelcal@keltron.org

Note: Internet Explorer 8 to 9 and Mozilla Firefox version 45 to 49 only supports Kerala e-tender site. The bidders/ implementation partners can install any of these browsers and JRE to support the e-tendering process. If any further help is required, you are requested to contact the following Email id or Phone number.

Phone number – 0471-2577388

Email – etendershelp@kerala.gov.in

EXPRESSION OF INTEREST FOR

Selection of Skill Development Training Partner for Conducting Skill Development Training Programme on PAN India Basis.

1. BACKGROUND

The KELTRON group companies comprise of the holding company the Kerala State Electronics Development Corporation Limited (KSEDC LTD), two subsidiaries and seven Marketing Offices (KMOs), located at Ahmedabad, Bengaluru, Kolkata, Chennai, Delhi and Mumbai. KELTRON is the first State Electronics Development Corporation in India, fully owned by the Government of Kerala. KELTRON is incorporated on 29th September 1972 under Companies Act, 1956 with its registered office at KELTRON House, Vellayambalam, Trivandrum – 695 033. KELTRON is the Total Solution Provider for the Government of Kerala.

Today, KELTRON products/ projects remain as icons of technology brought to benefit the people. As diverse as its products and their uses are, they are unified by its pivotal strength as a solutions provider. It is this philosophy that has made KELTRON a vital contributor to the changing needs of the world and the community to which it belongs to, during the last 50 years.

Continuing in its quest to bring the benefits of frontier technology to its customers, KELTRON has forged strategic alliances with world leaders in the trade. Its focus today is in adapting technology to fulfil the needs of its customers with a renewal mission to emerge as a provider of better solutions for the future. KELTRON's major products are Electronic Components, Security and Surveillance Systems, Strategic Electronics, Intelligent Transportation Systems, Automatic Traffic Regulating System, Power Electronics, Information Technology Solutions, Process Automation Systems, Project Consulting etc.

KELTRON's strategic vision is to become a world-class, growth-oriented electronics corporation specialised in providing quality, market-focused products, services and cost-effective system solutions to a large clientele.

2. PROJECT

KELTRON is in the process of augmenting its business domain to include Optical Fibre Communication, IP Based Public Address (PA) system, and CCTV System, Skill Development Training Programme and is looking for a suitable 'Skill Development Training Partner herein after called "TP" who has got expertise and experience in designing and/or in providing Skill Development Training Program (TP) in Construction, Health Care, Agriculture and Tourism & Hospitality Sector.

3. OBJECTIVE

1. KELTRON proposes to appoint a TP with proven professional track record and having experience in Skill Development Training Program for Construction, Health Care, Agriculture and Tourism & Hospitality Sector. With this request for qualification through competitive bidding, KELTRON seeks Expression of Interest (“EOI”) from interested Parties (“Bidders”) to work as TP to perform the indicative Scope of Work illustrated under Section – 4 (Scope of work) of the EOI document.
2. KELTRON may appoint TP for upcoming Similar Nature of Works/ Projects for the PAN India in this EOI.
3. Skill Development Training partners should not claim to other projects or scope of works which is not mentioned/ defined in this EOI.

The EOI document can be downloaded from the website at <https://etenders.kerala.gov.in/>

4. SCOPE OF WORK

Providing all infrastructure amenities and incidental assistance required by Keltron for conducting Skill Development Training Program in PAN India for Construction, Health Care, Agriculture and Tourism & Hospitality Sector. The bidder shall be responsible for arranging training center in different states on exclusively for Keltron.

The program shall include;

1. **Employability Enhancement Training** – Training during 05 days with 3 hours “On-Site” training to be provided to each mobilized candidate as his/her occupation. Domain subjects which account for major competency gaps and important labour laws will be covered during the training. Special focus will be to address
 - a) Major competency/skill gaps
 - b) Create awareness of Labour welfare measures and rights under relevant provisions of labour laws
 - c) Benefits under Central /State Government schemes currently in force.
2. **Assessment cum competence Test** – A Skill trade Proficiency test will be undertaken on the 5th day for the candidates who have attended the training, by the identified Awarding Body recognized by NCVET. The successful candidates will receive a certificate of competence.
3. **Recognition & Certification** - TP will distribute Recognition Certificate as issued by the respective Awarding Body and upload the certificates to SIDH portal to the successful candidates.

4.1 Infrastructure & Other Details

1. The Agency should have sufficient number of Training Centres in PAN India basis.
2. There should be ample number of computer and other peripherals at the centre on PAN India basis.
3. The Training Centre should be conveniently located having easy accessibility for the candidates.
4. The syllabus & Course-curriculum will be similar to the course curriculum designed for the courses as per NSDC Norms.
5. All the training centres should be equipped with Skype facility & Bio-metric attendance system.
6. 80% attendance will be compulsory & trainees will be persuaded / counselled to attend the course on regular basis.
7. The faculty to be deputed should have required qualification, proven ability and experience commensurate to the courses.
8. There should be toilets for Candidates.

4.2 Post Project Implementation Support: (as applicable)

1. Successful Implementation of the entire training programme.
2. Liaising with the client for the Skill Development training Programme.
3. Upgrades if necessary

5. EOI PREPARATION

1. Bidders shall provide the solution, in its entirety to Keltron.
2. Bidder shall submit the EOI in the application form provided as **“Form – B”**.
3. Bidder shall submit the EOI along with a covering letter as per **“Form – A”**.
4. Any deviation from the prescribed format mentioned in the exhibits will make the bid liable for rejection. Bids incomplete in any respect or not providing adequate information will also be ground for rejection.
5. If the Bidder conceals any material information or makes a wrong statement or misrepresents facts or makes a misleading statement in the EOI, in any manner whatsoever, in order to create circumstances for the acceptance of its EOI, KELTRON reserves the right to reject such EOI. KELTRON shall have no liability to any person for excluding or rejecting any such bid.
6. KELTRON reserves the right to accept or reject any EOI or to annul the bidding process and reject all EOIs at any time, without assigning any reasons thereof and KELTRON shall not entertain any claim whatsoever on this account. The Bidder shall have no claim on KELTRON in case his EOI is rejected or the bidding process is annulled.
7. Participants requiring any clarification on the EOI may notify KELTRON in writing or by E-mail to the ID : kelcal@keltron.org
8. KELTRON reserves the right to distribute the work in part or in full to the Partner/s selected through this EOI.
9. KELTRON shall endeavour to respond to the questions raised or clarifications sought by the Participants. However, KELTRON reserves the right not to respond to any question or provide any clarification, in its sole discretion, and nothing in this Clause shall be taken or read as compelling or requiring KELTRON to respond to any

question or to provide any clarification.

10. KELTRON may also on its own motion, if deemed necessary, issue interpretations and clarifications to all Participants. All clarifications and interpretations issued by KELTRON shall be deemed to be part of the EOI. Verbal clarifications and information given by KELTRON or its employees or representatives shall not in any way or manner be binding on KELTRON.
11. The Bidder should accept PO Terms & Conditions.
12. The Bidder shall provide the Security Deposit as per LOA Terms & Conditions.
13. The companies which are engaged in arbitration with any state/ central PSUs are not eligible to participate in this EOI.

6. ELIGIBILITY CRITERIA

- The eligibility criteria for the submission of bids /EOI response are mentioned below;

Sl. No.	Eligibility Criteria of the Bidders / TP	Document to be Provided
1.	The bidder /TP must be a Proprietorship/Partnership Concern/ Company registered under Indian Company Act, 1956 or 2013 / Firm registered under the partnership Act 1932 / Society registered under Societies Act, 1860 / Autonomous bodies or any other venture not covered above.	• Certificate of Incorporation/ Company registration Certificate. or • Partnership Deed. or • Sole Proprietorship Declaration. (APPENDIX - 2)
2.	The bidder/ TP must have a valid GST & PAN Card registration in India.	• GST & (APPENDIX - 3) • PAN registration photocopy is to be submitted. (APPENDIX - 4)
3.	The bidder / TP should have an Annual Avg. Turnover of at least Rs.1.00 Crore for the last five Financial Year's – FY2019-20, FY2020-21, FY2021-22, FY2022-23 and FY2023-24.	• Copy of the audited balance sheet of the firms for the Financial Years indicating the turn over and Positive Net-worth. (APPENDIX – 5)
4.	The bidders / TP should not have been debarred / black listed by any Government, Semi - Government organizations in India, Public Sector Undertakings of the Centre or State Governments.	• Self-Declaration from Authorized Signatory of the bid submitting firms/Organizations. (APPENDIX – 9)
5.	The bidders / TP should have the experience of implementing in the similar nature of work in skill development training program with any Agency/ Company/ Govt. Organizations.	• Copy of Work Order
6.	The bidders / TP should give an undertaking to give the EMD and security deposit on request of KELTRON.	• Undertaking to be submit on company letter head to give the EMD and security deposit on request of KELTRON.
7	The company having MSME UDYAM Registration Certificate should submit an undertaking to accept payment on back to back basis.	• Copy of certificate has to be submitted with undertaking on company letter head.

8.	All disputes or differences whatsoever arising among the parties under and/ or in connection with and/or in respect of this EOI/Work orders shall be referred to and decided by sole arbitrator, who shall be appointed by the MD, KELTRON	• Declaration by bidder on letter head
9.	The selected bidder shall have to sign teaming agreement, Integrity Pact, SLA & non-disclosure agreements with KELTRON.	• Declaration by bidder on letter head

7. EVALUATION of EOI

- (i) The SBU/KMOs will constitute an evaluation committee to evaluate the responses of the Participants as per the Evaluation Methodology.
- (ii) The evaluation committee constituted shall evaluate the responses to the EOI and all supporting documents & documentary evidence. Inability to submit requisite supporting documents or documentary evidence, may lead to rejection of the EOI response. The committee may seek additional documents as it deems necessary, at its discretion.
- (iii) EOI evaluation will be carried out considering the information furnished by Technology Partners as prescribed under covering letter and Application form for EOI. The bidder must fulfil the minimum qualification requirements as mentioned in Section– 6 (Eligibility Criteria) KELTRON intends to conduct the bidding process for the selection of the TP based on a Competitive Two Stage Bidding Process-
 - a. In the first stage, KELTRON intends to qualify Technology Partners who meet the Qualification Requirements detailed in Section–6 (Eligibility Criteria) of this Expression of Interest (“EOI”) and declare them as Qualified Technology Partners and
 - b. In the second stage, Qualified Technology Partners will be called for a detailed presentation for evaluating their technical capability, product quality, QA procedure, etc.
 - c. Each of the responses shall be evaluated to validate compliance of the Participant according to the processes and approach to enable partnership, presentation and demonstration.
 - d. KELTRON will intimate the outcome of the EOI evaluation in due course. The decision of KELTRON in this regard shall be final and binding on all Technology Partners. After identification of the successful Technology Partners, KELTRON intends to execute an Agreement/SLA with the successful Technology Partners, thus concluding the process of appointing a TP.
- (iv) Notwithstanding anything stated above, KELTRON reserves the right to assess Bidder’s capability and capacity to perform along with quality of execution by the Technology Partners based on field visit and feedback, in the overall interest of KELTRON.

- (v) The decision of the evaluation committee in the evaluation of responses to the Expression of Interest shall be final. No correspondence will be entertained outside the evaluation process of the Committee.
- (vi) The Evaluation Committee reserves the right to reject any or all responses.

8. OWNERSHIP OF THE EOI

The Technology Partners shall submit all the documents given in **Form – C**.

- 8.1 Without affecting any intellectual property rights, which may exist in a response to this EOI, all responses submitted will become the property of KELTRON. Without limiting this section, KELTRON reserves the right to copy and reproduce, for KELTRON's own internal use, responses for the purposes of evaluation, clarification, negotiation and/or contract execution and anything else related to these purposes. In addition, the KELTRON will retain copies (soft and hard) of all responses, evaluation, negotiation or such other materials as are required for the discharge of its legal obligations and in order to efficiently and effectively manage any contract entered into with a Technology Partners.
- 8.2 KELTRON reserves the right to change, modify, add, alter the EOI document or cancel the bidding process without assigning any reasons thereof, at any time during the bidding process. The bidding process shall end with signing of the Agreements. Any such change shall be notified in KELTRON web site.
- 8.3 Notwithstanding anything stated above, KELTRON shall not be responsible or liable for non-receipt of any such change/notice by Technology Partners. The Technology Partners or any third party shall not object to such changes/modifications/ additions/ alterations explicitly or implicitly. Any such objection by the Technology Partners shall make the bidder's proposal (at EOI stage, RFP stage and/or financial proposal Evaluation stage) liable for rejection by KELTRON. Further objection by any third party shall be construed as infringement on confidentiality and privileged rights of KELTRON with respect to this document. KELTRON reserves the right to supply servers and other related accessories on case to case basis according to the specification shared by TA which complies with the technical specification required by our client.
- 8.4 KELTRON reserves the right to supply servers and other related accessories on case to case basis according to the specification shared by TA which complies with the technical specification required by our client.

General Terms & Conditions of the Work Order Applicable for the Selected Partner

TERMS & CONDITIONS

- 1. **Performance Security:** The implementation partner has to submit performance security deposit in the form of Account payee check/ Demand Draft /RTGS equivalent to the performance bank guarantee (percentage as per End Customer discretion) of the KELTRON contractual price to end customer within 7 days of LOA from customer to KELTRON. Which would be returnable after the project completion and it would not carry any interest during the entire period of the contract. The bank details are as follows:
 - **Account Name:** Kerala State Electronics Development Corporation Limited
 - **Bank Name:** Punjab National Bank
 - **Branch:** St. Johns Diocesan School

- **A/c Number:** 1162202100000052
 - **IFSC Code:** PUNB0116220
2. **Employees Assignment:** The TP shall be liable for deputing skilled workers - Technicians, Supervisors, Engineers & other required staff as per the requirement of the project.
 3. **Labour and other Laws:** You shall comply in all respects and also ensure that all persons assigned for the project comply with all the statutes, prudinance regulation of the Government or any local authority thereof applicable to the contractor and his personnel in the performance of the work under this work including not limited to labour laws, contract labour (Regulations and Abolition) Act, Minimum Wages Act etc.
 4. **Labour Licence:** You are required to obtain labour licence from Assistant Commissioner of Labour (Central) concerned under the Contract Labour (Regulation and Abolition Act 1970) and the contract labour regulation central rule 1971 before commencement of work.
 5. **Taxes:** GST included. The billing to be done for customer with applicable GST. Hence billing from your side should also be with applicable GST.
 6. **Responsibility:** The TP shall be responsible for any damage or loss suffered by KELTRON due to mishandling or negligence by you or your team.
 7. **Completion Period:** The work shall be completed within the period as per customers requirement or 12 (Twelve) months from the date of issue of LOA.
 8. Long Term Availability of skill development center
 - i) The TP shall undertake to supply on payment all maintenance parts required for the skill development center during the course. He shall also undertake to supply additional equipment/systems/peripherals required for replacement/expansion of the system that may become necessary.
 9. All other terms and condition as per the tender document shall be applicable.
 10. **Force Majeure:** Any failure to carry out the provision of this agreement shall not give rise to any claims by the owner or company one against the other, if such failures are arising due to natural calamities such as fire, floods, lighting, earthquake, hurricane or civil strikes, lockouts and strikes, riots, or forms any police or other reason beyond the control of the parties including war (whether declared or not), civil war or state of emergency.
 11. In the event of any dispute as to whether the damage is caused by mishandling or operation of problems etc. the company's decision will be based on the joint report of the company's engineer and Owner's representative shall be final and binding.
 12. Any dispute, controversy or claim or difference of any kind whatsoever arising between KELTRON and TP, out of or in relation to this agreement or any related agreement or other document or the validity, interpretation, breach or termination thereof ("Dispute"), including claims shall be redressed or settled amicably by both the Parties through

discussion. If the dispute is not settled within 30 days of such dispute the aggrieved Party shall approach the Law Courts in Trivandrum, KERALA after giving due notice to the other Party.

INDEMNITY BOND & INSURANCE POLICIES

- a) Once the training centre is delivered to customer, they will issue the same to us for maintaining it and giving training to participants of course. It will be our responsibility for the safety of such centre till the time PAC is issued to us. We have to submit indemnity bond to customer. On back to back basis you are required to submit indemnity bond to us.
- b) Insurance of the personnel being deputed for duty shall be borne by you. A copy of the insurance policies taken by you for man & material may be submitted to our office.
- d) Indemnity Agreement: Contractor agrees to protect, defend, indemnify and hold KELTRON and it's co-lessee, if any, harmless from and against all claims, demands and cause of actions, liabilities, expenses, cost, liens, rights in and judgments of every kind and character without limit which may arise in favor of contractor's employees agents, subordinates or their employees in third parties on account of bodily injury or death or damage to personal property as a result of the operation contemplated hereby regardless of whether said claims, demand, or cause of actions arise out of the negligence of fault, including pre-existing conditions of operating its agency, sub-agency, partners, joint ventures, employees or agents.

SAFETY AND SECURITY

The TP shall comply with safety and security rules and regulations and other rules laid down by our client. It shall be the duty / responsibility of the TP to ensure the compliance of fire, safety, security and other operational rules and regulations by his Technicians. Should any accident take place, total cost of damage including the cost of treatment, loss and or compensation to all affected person/organisation shall be payable by the contractor. In case the customer under any circumstance or law of the country pays such damage, the same shall be fully recovered from the TP dues.

DOCUMENTATION

- a. You are required to submit the plan of your project for entire duration.
- b. Prior to start of the work you are required to submit a work schedule (in the form of weekly bar chart) regarding the training programme (both in hard copy & soft copy).
- c. Training reports and documentation shall be maintained.
- d. Training and network functioning satisfactory report from the client to be submitted.
- e. All software media and printed documentation including all kinds of manuals and guides for the equipment's if any supplied
- f. Detailed configuration documentation including softcopy backups of the configuration files of all equipment on DVD.

PAYMENT TERMS

- Payment shall be On Back-to-back basis. This is for strict compliance.
- If TDS exemption certificate is submitted by you, then TDS shall not be deducted from your bills. If any percentage of our invoice value from each invoices are withheld by customer, the same shall be deducted from you. On receipt of retention money from customer, we shall refund you the deducted amounts from your bills. SECURITY DEPOSIT, TDS, LD OR ANY OTHER DEDUCTIONS BY CUSTOMER SHALL BE DEDUCTED FROM SELECTED PARTNER.
- Payment w.r.t. GST shall be refunded only after ensuring the input TAX credit in GST portal.
- BG shall be released only after successful completion of the project including CAMC plus three (3) months.

TERMINATION OF CONTRACT

If the contract is not completed within the stipulated period, KELTRON reserves the right to terminate the contract and to get the order completed from alternate sources at the risk, responsibility and cost of selected partner. KELTRON shall notify selected partner in case of poor performance / progress. In case corrective measures are not taken by selected partner to improve upon the performance within 7 (Seven) days from the date of issue of such notice. KELTRON shall have the right to terminate the contract either in full or part and get the work completed by another agency. Extra cost incurred in the process of termination and getting the job done by other source will be recovered from selected partner from their Security deposit or pending bills. KELTRON shall have the right to terminate the contract due to commission of any illegal act or causing breach of security by selected partner or any of their men and agent, at the risk, cost and liabilities of KELTRON. This contract shall also be terminated by KELTRON in the event of declared bankruptcy of selected partner. Any decision will be taken only after mutual discussion and action if necessary, after completion of allotted 7 (Seven) days for taking corrective measures.

ARBITRATION

Any dispute, controversy or claim or difference of any kind whatsoever arising between KELTRON and “TP” out of or in relation to this agreement or any related agreement or other document or the validity, interpretation, breach or termination thereof including claims shall be redressed or settled amicable by both the Parties through discussion. If the dispute is not settled within 30 days of such dispute the aggrieved Party shall approach the Law Courts in Trivandrum, KERALA after giving due notice to the other party.

PENALTY FOR FAILURE TO SUPPLY IN TIME

The delivery of training stipulated in the work order shall be deemed to be the essence of the contract and the training shall be completed by the date specified. In the event of failure to

deliver the training/cause within the stipulated date/period in accordance with the work order, and in the event of breach of any terms and conditions mentioned in the work order, KELTRON reserves the right to:

- a) To recover from selected partner as agreed liquidated damages, a sum not less than 0.5 % of cost of training.
- b) To forfeit the security deposit full or in part.
- c) Whenever under the contract a sum of money is recoverable from and payable by the supplier, KELTRON shall be entitled to recover such sum by appropriating, in part or whole by deducting any sum or which at any time thereafter may be due to selected partner in this or any other contract with KELTRON or any subsidiary of KELTRON. Should this sum be not sufficient to cover the full amount recoverable, selected partner shall pay KELTRON on demand the remaining amount. The supplier shall not be entitled to any gain under this clause.

/-----/

PART – B

TO BE FILLED IN BY THE RESPECTIVE TECHNOLOGY PARTNER

Form – A

[COVERING LETTER – ON BIDDER'S LETTERHEAD]

Ref:

Date:

To,
The Brach Head
KELTRON
20, Ballygunge Circular Road,
Kolkata – 110 019

Sir,

I/We (Technology Partners) have carefully gone through the EOI document regarding Pre-qualification for selecting “Technology Partners” for providing skill development training program as per EOI. I/we hereby irrevocably declare that:

1. All the information related to our Company/Firm, manpower, customer base, projects, financial details, list of products/ solution offered etc. provided in our offer is true and without any alteration / modifications.
2. All the provisions of this EOI Document are acceptable to my Company/Firm. No violation of the terms and conditions as mentioned in the EOI document has been made.
3. Technology Partners declare that my Company/Firm has not been debarred / black listed by any Government / Semi Government organizations in India/*Public Sector Undertakings of the Central and State Governments*.
4. The information contained in the proposal is complete and accurate in all material respects.
5. Technology Partners undertakes to notify the KELTRON promptly upon Technology Partners becoming aware of any material fact which tends to render bidder's proposal misleading or inaccurate. Technology Partners acknowledges and agrees that any material misrepresentation or warranty made in connection with Bidder's proposal might result in its invalidation and Bidder's disqualification from the bidding process.
6. Technology Partners acknowledges and agrees that KELTRON has the right not to qualify any Technology Partners on grounds of national interest, security or public policy.

I, ----- (Name) ----- designation) further certify that I am an authorized signatory of my Company/Firm and am, therefore, competent to make this declaration.

Yours faithfully,

(Signature of the Bidder/*Authorized Signatory*)

Name:

Title:



Kerala State Electronics Development Corporation Ltd.
KeltronHouse, Vellayambalam, Thiruvananthapuram - 695 033

Application for Expression of Interest for Selecting a Technology Partner

1.	Name of the Company/firm	
2.	Registered office address with phone number , e-mail Id and web address:	
3.	Date of Incorporation & Corporate Identity Number (CIN)	
4.	Pan number of the Company /firm:	
5.	Authorized capital:	
6.	Paid-up /working capital	
7.	Turnover for the last 3 years	
8.	Income Tax Clearance Certificate	
9.	Name of Managing Director with DIN	
10.	Names of directors with DIN: (attach separate sheet, if required)	
11.	Factory address with phone number and e-mail id:	

12.	Industrial licence no. & Date of Establishment.	
13.	CST, VAT & Service Tax Registration No & Date. (Enclose copy of relevant Certificates.)	
14.	Details Of The Factory:	
	a) Land & Building: owned or leased	
	b) Main items of machinery/equipment & test/inspection facilities available (Attach Separate Sheet, if required)	
15.	Man Power Strength:	
	A) Technical: Key technical personnel qualification and experience in relevant field	
	B) Non-Technical:	
16.	List of products Manufactured/ Solution Offered	
17.	Bankers Name and Address	
18.	Collaboration and technical know-how agreement with foreign firms if any? if “yes”, give details	

19.	Addresses of contact person(s) with phone number and e-mail id:	
20.	General remarks: (give any observations not already covered)	

DECLARATION

1. I do hereby declare that the entries made in this application form are true and correct to the best of my knowledge.
2. I also undertake the responsibility that all subsequent changes in the constitution or working of the firm, affecting the accuracy of the answers now given in this application form will be promptly communicated to KELTRON.

For

.....

Place:

Date:

Signature of authorized signatory

Designation:

(Official Seal)



Kerala State Electronics Development Corporation Ltd.
KeltronHouse, Vellayambalam, Thiruvananthapuram 695 033

Sl. No.	Appendix	Details
1	APPENDIX 1	A) True Copy of Board Resolution/ B) Power of attorney for the proposed signatory of the Agreement attested by Managing Director or any other competent authority of the Company/Firm, (other than the proposed signatory). [formats attached]
2	APPENDIX 2	Certificate of Incorporation Certificate
3	APPENDIX 3	GST registration Certificates
4	APPENDIX 4	PAN Card
5	APPENDIX 5	Latest Audited Balance Sheet and Profit & Loss A/c Statement.
6	APPENDIX 6	Tie-up agreement (s)/contract (s).
7	APPENDIX 7	Profile of the Company/Firm.
8	APPENDIX 8	Credentials: Work order, work completion certificates etc.
9	APPENDIX 9	Affidavit for not being black listed by any Govt./Semi Govt./PSU or any other organizations. [format attached]

RESOLUTION

[In the case Company]

CERTIFIED TRUE COPY OF THE RESOLUTIONS PASSED AT THE MEETING OF
THE BOARD OF DIRECTORS OF M/S ----- HELD AT ITS REGISTERED
OFFICE ON THE -- DAY OF -----, 2025 AT ----- AM

Resolved that the Company be and hereby authorized to sign MOU/Agreement with M/s.
Kerala State Electronics Development Corporation Limited, a company registered
under Companies Act 1956 having its registered office at Keltron House, Vellayambalam,
Trivandrum-695 033, herein after referred to as KELTRON.

Further resolved that Mr.-----[Name] ----- [Designation] of the Company be
and is hereby authorized to submit documents, Sign and Execute Agreements/Contracts/deeds
etc. on behalf of the Company as may be desired by M/s. KELTRON, in the regard.

Further certified that the above is a true and certified copy of the Resolution Passed on
..... at a meeting of the Board of M/s., and that is
has been entered in the usual course of business in the Minutes book of the company and
signed therein by the Chairman of the meeting of Company and is in accordance with the
Memorandum and Articles of Association of the Company.

Further resolved that the Company do hereby agree and undertake to ratify and confirm all
acts, deeds and things done bonafide by the said Executive as the Attorney of the Company
by virtue of these presents.

For.....

Name:

Desgn:

Appendix 1(B)

FORMAT FOR POWER OF ATTORNEY TO REPRESENT BIDDER

(To be on non-judicial stamp paper of appropriate value as per Stamp Act relevant to place of execution.)

WHEREAS KSEDC (“KELTRON”) has invited Expression of Interest (“EOI”) on _____, as amended from time to time, for bids in respect of -----
----- Know all men by these presents, We.....(name and address of the registered office) do hereby constitute, appoint and authorize Mr. / (name and residential address) who is presently employed with us and holding the position of as our lawful attorney, to do in our name and on our behalf, all such acts, deeds and things necessary in connection with or incidental to our bid for the Project, including signing and submission of all documents and providing information / Bids to KELTRON, representing us in all matters before KELTRON, and generally dealing with KELTRON in all matters in connection with our bid for the said Project.

The attorney has been duly authorized and vested with requisite powers to submit and execute the aforesaid documents and do all things necessary for our bid to KELTRON.

We hereby agree to ratify all acts, deeds and things lawfully done by our said attorney pursuant to this Power of Attorney and that all acts, deeds and things done by our aforesaid attorney shall and shall always be deemed to have been done by us.

For _____

Name:

Title:

(Office seal)

(To be printed on Rs.100/- non judicial stamp paper)

AFFIDAVIT FOR NOT BEING BLACKLISTED

I, ----- [Name], s/o -----, aged -----years, residing at ----- (Full postal address with PIN) does hereby solemnly affirm and declare on oath for and on behalf of M/s.----- [Name of the company/Firm] a company registered under Companies Act 1956 /2013/ Partnership/ Proprietary Firm having its registered office at ----- [Full address with PIN] as under:

1. I am working in the said Company/Firm as ----- [Designation] at its office located at ----- [office address] and is competent to depose on behalf of the Company/Firm
2. The Company/Firm has never been debarred / black listed by any Government / Semi Government organizations in India/Public Sector Undertakings of the Central and State Governments.

I do hereby solemnly affirm that the above statements are true and correct to the best of my knowledge and belief and nothing material has been concealed there from.

1. For and on behalf of M/s.----- [Name of the Company/Firm]

Verified on this day of..... 2025

Deponent

Name:

Design:

[Office seal]