

**GOVERNMENT OF KERALA
PRISONS & CORRECTIONAL SERVICES DEPARTMENT**

Prisons Headquarters

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KPCS/2374/2025-A2

Dated: 25-03-2025

Quotation Notice

The Director General, Prisons & Correctional Services, Prisons Department, invites sealed quotation from reputed manufacturers/authorized dealers for the **Supply, Installation, Testing and Commissioning of Accounting and taxation Software** for Commercial Units in various prisons.

1	Quotation No.	KPCS/2374/2025-A2
2	Name of Work	Supply, Installation, Testing and Commissioning of Accounting and taxation Software
3	Last date and time for receipt of quotation	28-03-2025 @ 4 pm
4	Date and time for opening quotation	28-03-2025 @ 4.30 pm
5	Place of quotation opening	Prisons Headquarters, Thiruvananthapuram
6	Designation and address of Officer to whom the quotation is to be addressed	The Director General, Prisons & Correctional Services, Prisons Headquarters, Poojappura.P.O, Thiruvananthapuram Kerala - 695 012
Superscription: Quotation for the Supply, Installation, Testing and Commissioning of Accounting Software		

I. Requirement and Specification

i.

(a) Locations at which the *Application* are to be implemented.

SI No.	Institution	Units	Rate
1	Prisons Headquarters, Thiruvananthapuram		
2	Central Prison & Correctional Home, Thiruvananthapuram	<i>One location for the following units</i> i. Food unit ii. Cafeteria iii. Petroleum outlet iv. Free fashionista v. Paper bag unit vi. Beauty Parlour	
	Special Sub Jail, Thiruvananthapuram	vii. Food unit	
	Women Open Prison & Correctional Home, Thiruvananthapuram	viii. Food unit	
	Women Prison & Correctional Home, Thiruvananthapuram	ix. Food unit x. Tailoring unit	
3	District Jail, Kollam	Food unit	
4	District Jail, Ernakulam	<i>One location for the following units</i> i. Food unit ii. Manufactory Unit iii. Milma Product unit	
	Central Prison & Correctional Home,	<i>One location for the following units</i>	

5	Viyyur, Thrissur Women Prison & Correctional Home, Viyyur	i. Food unit ii. Petroleum Outlet iii. Bakery Unit	
6	District Jail, Kozhikode	Food Unit	
7	Central Prison & Correctional Home, Kannur	<i>One location for the following units</i> i. Food Unit ii. Petroleum Outlet iii. Beauty Parlour	
8	Open Prison & Correctional Home, Cheemeni, Kasaragod	<i>One location for the following units</i> i. Food unit ii. Petroleum outlet	
			Total
			GST @.....%
Grand Total			

b) Warranty of the proposed system shall be specifically mentioned.

c) Free technical support shall be provided for minimum of 1 year from the date of commissioning of the system.

d) After that Annual maintenance charge shall be mentioned separately.

e) Service charge, out of scope of warranty and AMC period, if any, shall be noted separately.

ii. The system proposed shall be able to do Internal billing and billing at sales counter.

iii. The proposed system shall be able to do incorporating to POS machine.

- iv. The application shall be able for accounting and maintaining cash book etc.
- v. The system proposed shall be able to compile daily, monthly and yearly statement of Profit-Loss, Balance sheet etc.
- vi. The system proposed shall be able to generate various GST related statements.
- vii. Data backup shall be ensured, with free of cost.

II. The bidders should comply with the following conditions also.

1. The rate quoted shall be inclusive of all taxes, license charge, transportation charges, labour charges, other unforeseen item etc.
2. The Work (supply, installation, configuration, testing and data synchronization and commissioning) shall be completed within 7 days of Issuing Work Order.
3. The Application shall be in working condition for 24 x 7.
4. Service level or break down maintenance: During the warranty period, all the complaints shall be rectified within 24 hours of registration of complaints, without any cost to the department.
5. Proper training shall be given to staff.
6. Payment Terms:- The payment will be released after completing the Supply, installation, testing and commissioning of the software.

III. General Conditions

1. The Bidder should be a reputed Original Equipment Manufacturers (OEM) or authorized dealer of OEM, who is having an Authorization Certificate from the OEM to participate in this quotation. Certificate from the OEM for sales and service, shall be produced.
2. The OEM/Bidder should have a well-equipped service centre functioning in Kerala to cater to immediately after commissioning requirement; copy of Service Centre details must be enclosed along with the quotation document.
3. The Bidder should have valid GST registration. Copy of GST registration certificate should be enclosed along with the quotation document.

4. The bidder should have valid PAN/TIN. Copy of PAN/TIN allocation letter should be enclosed along with the quotation.
5. The Bidder must fulfil the following minimum qualification criteria to prove the techno-commercial competence and submit the documents in support thereof:
 - a. Valid Authorization letter from the OEM.
 - b. Certificate of Registration/Incorporation Certificate of the Bidder.
 - c. The bidder (authorized dealer/distributor) should have the e. dealership/distributionship for at least 2 (two) continuous consecutive years with the OEM.
 - d. The Bidder has to submit a Warranty Certificate along with invoices.
 - e. In case of a propriety item, a certificate by the OEM to be attached.

Note to Bidders:-

1. The Director General, Prisons & Correctional Services reserves the right to reject any quotation without assigning any reason.
2. For any clarifications regarding the terms and conditions in this quotation notice, please feel free to contact Accounts Section, Prisons Headquarters, Thiruvananthapuram – 695 012 on all Government working days from 10:00 am to 5:00 pm. Ph:0471-2342532/ 2344161/ 2344162; Email: keralaprison@gov.in.
3. Quotation which are not in prescribed form will be rejected outright.
4. Any dispute or difference arising out of this quotation which cannot be resolved shall be finally settled through civil courts within the limits of Thiruvananthapuram Corporation and the jurisdiction of such matter will pertain to such courts only.

Balram Kumar Upadhyay
DIRECTOR GENERAL

1. Notice Board, Prisons Headquarters
2. Prison department Website
3. Notice Board, Muncipal Corporation Office, Thiruvananthapuram