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milma

**Ernakulam Regional Co-operative Milk Producers'
Union Ltd No. E 150 (D)**

Head Office: PB No. 2212, Edappally, Cochin - 682 024
(An ISO 9001:2015 & ISO 22000:2018 Certified Company)

No. EU/PUR/5/AGM/2026-27 /4011

07.09.2026

QUOTATION NOTICE

Ernakulam Regional Co-operative Milk Producers Union Ltd. (ERCMPU Ltd.) is a professionally managed co-operative institution affiliated to Kerala Co-operative Milk Marketing Federation, popularly known as **MILMA**, engaged in the procurement, processing and marketing of Milk & Milk Products in the districts of Ernakulam, Thrissur, Kottayam & Idukki.

ERCMPU Ltd invites quotations from experienced contractors having registered office in Kerala for installing and providing Video Recording and LED Display on rental basis for the conduct of our Annual General Body Meeting for the year 2026 on 26th of September 2026 from 09.00 am at Municipal Town Hall, Perumbavoor.

GENERAL INSTRUCTIONS

The scope of work includes Installing and providing the Video Recording and LED Display on rental basis at Municipal Town Hall, Perumbavoor for conducting the Annual General Body meeting which is going to be held on 26.09.2026 (Single Day).

The Bidder is expected to study & understand all instructions, forms, specifications terms and conditions in the quotation documents. Failure to furnish all the information required as per the quotation documents or submission of a quotation not substantially responsive to the quotation document in every respect shall be at the Bidder's risk and may result in the rejection of quotation.

Nature of work

- Recording the entire proceedings using an HD Camera submitting unedited RAW footage in both Pendrive and DVD formats.(with Operator)
- Installing and operating a 16 ft *8ft LED wall securely mounted on a 4 ft elevated based to ensure optimal visibility throughout the event. (with Laptop .)
- The Bidder should provide the service support technicians with all the facilities and hardware equipment as mentioned in the quotation for the well-functioning of the Annual General Body Meeting.
- The Bidder should visit the location mentioned in the quotation (Municipal Town Hall, Perumbavoor) in advance for ensuring the availability of all the facilities.
- The successful Bidder should be present at the locations three hours before the starting of the programme, on the day of commencement of the Annual General Body Meeting and also should ensure the facilities by testing all the equipments and the connectivity for the good functioning of the meeting.

- All the equipments should be delivered and fixed a day before the commencement of the Annual General body Meeting.
- Technical issues to be sorted out immediately during the Meeting
- **Submission of quotation**
The last date for submission of the quotation is 2.30 PM on 19.09.2026 and will be opened at 3.00 PM on the same day.
- **Fixed Price**
The prices finalized for the items coming under contract are fixed for the validity of contract period. The price shall be inclusive of all taxes, duties, statutory charges, freight, Insurance, Loading, Unloading etc. No extra payments will be made for the same.
- **Payment**
100 % of the total invoice value shall be paid within 15 days after the satisfactory completion of work.
- Managing Director reserves the right to accept or reject any or all offers and to annual the tendering process at any time prior to award of contract without thereby incurring any liability to the effected Bidder or Bidders or any obligatory to inform the effected quotations on the grounds of ERCMPU action.


MANAGING DIRECTOR

Copy to: Head (MIS & Systems) – for follow-up action.

Head (P&I) /Head (Fin.)/ Head (Engg&Proj)

All Notice Boards/ Mf/Oc / *website*