

KASTURABA GANDHI BALIKA VIDYALAYA, DANGAPAL UPS, KANKADAHAD
DIST: DHENKANAL

L.N:_____KGBV/ TENDER/2019-20

DATE.....

To **NON TRANSFERABLE**

M/s _____

Sub: Tender for the supply of _____.

Sir/Madam,

1. Sealed tenders for the supply of the articles shown in the attached statement are invited by the undersigned on behalf of Kasturaba Gandhi Balika Vidyalaya, DANGAPAL UPS, KANKADAHAD and last date of receiving the tender form is up to 5 PM Date 21/11/2019 by speed post/registered post to **District Project Office, Samagra Sikshya ,Dhenkanal** The tender should be sent under strong sealed superscribed as **“TENDER FOR THE SUPPLY OF _____”**. The tender will be opened in the Office of _____ the on dt. 22/11/2019 **at 12:00 PM** in presence of the **tenderers** /their representative. The undersigned will not be held responsible for postal delay.
2. The tender should be submitted according to the terms and conditions specified in paragraphs 3 to 20 unless, it shall be presumed that the terms and conditions stipulated hereunder have been agreed to.
3. The Rate should be including all taxes ,excise Duty, Sales Tax, VAT and any other taxes, or imposition whatever liable in respect of the supplies. The Kasturaba Gandhi Balika Vidyalaya shall not pay freight etc.
4. ***There should not be any over writing, corrections over the rate quoted otherwise it will be deemed to be rejected.***
5. The Purchase Committee does not bind to accept the lowest tender and reserve the right to accept the tender in whole or in part i.e. with respect to all the articles mentioned in the attached statement or in respect of any one or more than one articles specified in the attached statement as Committee may decide. On the acceptance of the tender it will become a contract and the contractor shall be bound by the terms and conditions of the tender and the provision of G.F.R.
6. The tenderer should submit his/her tender form along with Earnest Money Deposit (EMD) as fixed and mentioned below at Sl. No. 16 in form of **D.D in favour of _____ the** which will be refunded in the event of rejection of the tender without interest. The earnest money will be forfeited in the event of failure to comply with contract. The Security Deposit will be

submitted by Successful Tenderer in shape of Demand Draft in favour of _____ **as per SI.No**

17. No interest will be made on EMD/SD.

7. The amount of EMD and security deposit of the successful bidder will be returned back after completion of tenure. (i.e one year).
8. If the contractor fails to supply the articles within the time stipulated in the letter /supply order, the undersigned shall be at liberty to purchase the articles from the market or get the rest of the contract completed by any other person or firm and the difference of price, if any, shall be deducted from the earnest money/security deposit/pending bills and incase any amount in excess is paid by the undersigned the contractor shall be liable to pay that amount.
9. The quantity of articles indicated in the attached statement may be increased or decreased or nil at the discretion of the undersigned without assigning any reason.
10. Prior to acceptance of the Tender, the undersigned reserves the rights to call for samples or demonstration and the contractor shall be liable to supply the sample and to demonstrate it free of cost.
11. The rates quoted by the contractor shall hold good for one year. For the branded items, if there would be some free gift schemes, marked on the packing, the same would be liable to be supplied with the articles on free of cost also and be shown in the bill. Payment will be made by A/C pay Cheque.
12. The amount of security deposit shall be retained by the Vidyalaya for period of six months from the date of completion of supplies as a safeguard against any defect appearing in the articles supplied within the period. SD/EMD will be returned by crossed cheque/DD by deducting the service charges of the bank.
13. In no case the payment will be made above maximum retail price (MRP).
14. No extending benefits will be allowed to the SSI Units registered with DIC and NSIC or any other agency.
15. Tender which does not comply with the above conditions is liable to be rejected.
16. In the Tender Form Brands/names of few products are given. No change/Addition/Alternation in the tender schedule is allowed.

17. Details of EMD for various items are shown below:-

SI No.	Name of items	Amount of Earnest Money
1	Grocery And Snacks (Mess Items)	5000.00
2	Vegetables & Fruits	1000.00
3	Non-veg	1000.00
4	Dress and cloth items.	1000.00
5	Students & Office Stationery	1000.00
6	Daily Use (Toilet & cosmetics Items)	2000.00

N.B- Registration of Firm/TIN/PAN/VAT Clearance certificate is not compulsory for Vegetables & Fruits and Non-veg and Snacks

18- Details of Security Money for various items are shown below:-

SI No.	Name of items	Amount of Security Money
1	Grocery And Snacks (Mess Items)	15000.00
2	Vegetables & Fruits	5000.00
3	Non-veg	3000.00
4	Dress and cloth items.	5000.00

5	Students & Office Stationery	2000.00
6	Daily Use (Toilet & cosmetics Items)	5000.00

19 -The cost of the Tender Paper amounting to Rs 500/ (Rupees Five Hundred) only will be submitted in shape demand Draft/Bankers Cheque in favour of **Kasturba Gandhi Balika Vidyalaya Payable at KANKADAHAD which is non refundable.**

20. The sealed tender should invariably contain the following

Check List

- i. Current VAT TAX and other Tax clearance Certificate/Deposit Receipt up to 31.03.2019 from the competent authority.
- ii. Copy of the TIN no. /SRIN no.of concerned firm.
- iii. Copy PAN No.
- iv. Copy of Permanent Registration Certificate from the Commercial Tax Department.
- v. Earnest Money Deposit and Tender form cost in the form of Demand Draft.
- vi. Lowest rate quoted list with specification (Proper seal and signature).
- vii. Specification and printed catalogue and other concerned literature of the equipment to be supplied, if any.
- viii. In case of authorized Dealers, Authorization letters from the Manufacturer.
- ix. Signature of the authorized person on all pages with date & seal.

UNDERTAKING BY THE SUPPLIER

We M/s _____ do fully agree with the terms and conditions specified in Paragraph 3 to 20 and enclose the rates of items as per list and specifications given by District Project Coordinator, Samagra Sikshya , Dhenkanal and will be responsible for any lapses to any terms and conditions and will be liable for action under appropriate law.

Signature : _____

Name of the Proprietor : _____

Complete address with PIN code: _____

: _____

& Phone Nos. /Mobile : _____

With STD Code : _____

Date:

Seal of the Firm

Witness (Signature, Name & Address)

1. _____

2. _____

PLACE -

DATE -

