

केन्द्रीयविद्यालय डिमापुर

सेवकपरियोजना, 99ए.पी.ओ. डिमापुर - नागालैंड-797112

के.वि.कोड 1865, सी.बी.एस.ई.कोड: 05301 सम्बद्धतासं: 1400002

फोननंबर: 03862-296037,

ई - मेल: dimapur1865@gmail.com:

वेबसाइट: www.dimapur.kvs.ac.in



KENDRIYA VIDYALAYA DIMAPUR

PROJECT SEWAK,99 A.P.O.

DIMAPUR - NAGALAND-797112

KV Code: 1865, CBSE Code: 05301 & Affiliation :1400002

Tel. No.: 03862-296037

E-mail: dimapur1865@gmail.com

Website : [www.dimapur.kvs.ac.in](http://www.dimapur.kvs.ac.in)

केन्द्रीय विद्यालय /KENDRIYA VIDYALAYA

प्रोजेक्ट सेवक, डिमापुर / Project Sewak, Dimapur, PIN 797112

Tel No. 03862-245919

Website: [www.dimapur.kvs.ac.in](http://www.dimapur.kvs.ac.in)

### निविदा/Tender

विद्यालय में इलेक्ट्रिक/स्टेशनरी/स्पोर्ट्स/हार्डवेयर/पेंटिंग सामान/साफ सफाई का सामान/फूडिंग एवं लॉजिंग/रंग पुताई/कंप्यूटर एवं प्रिंटर/पेपर एवं फ्लेक्स प्रिंटिंग/अग्निशमन यन्त्र भरवाने हेतु/वाटर प्यूरीफायर एवं अन्य सामान के लिये मुहरबंद निविदायें रजिस्टर्ड/स्पीड पोस्ट द्वारा आमंत्रित करता है। निविदा फॉर्म वेबसाइट से डाउनलोड किये जा सकता है। अंतिम दिनांक (19.03.2022)

Vidyalaya invites sealed quotation for Electrical items/Stationary/Sports items/Hardware/Painting items/sanitation items/Fooding & Lodging/Whitewash/computer & peripherals/Paper & flex printing/RO & Water Purifier/Refilling of fire extinguishers/AMC of cameras through registered/speed post. The tender form may be downloaded from vidyalaya website. (Last Date : 19.03.2022)

विद्यालय में सत्र 2022-23 के लिये विभिन्न वस्तुओं/सामग्री की आपूर्ति हेतु इच्छुक फर्म अपना रजिस्ट्रेशन दिनांक 19.03.2022 तक करवा सकती है। जानकारी विद्यालय वेबसाइट पर उपलब्ध है।

Interested firms can register themselves upto 19.03.2022 for the supply of various articles/items in the Vidyalaya for the year 2022-23. Related information is available on website.

प्राचार्य/Principal

**Note: Please fill the below form and send it in a sealed envelope with all relevant documents (PAN, GSTIN Proof, GST Clearance Certificate etc) with well quoted (with clear specification i.e. company name model number etc) to "The Principal, Kendriya Vidyalaya, C/o 99 APO Project Sewak Dimapur" on or before 19.03.2022, 02:00 PM.**



F.1865089/2021-22/KVD/

Date: 04.03.2022

**Quotation for Electric items/Stationary/Sports items/hardware/painting items/sanitation items/fooding & lodging/whitewash/computer & peripherals/paper & flex printing/RO & Water Purifier/Refilling of fire extinguishers/cameras/ AMC Computers & Cameras**

1. Sealed quotations for the supply of above mentioned items are invited from registered firms/ manufactures/ dealers by the **Principal, Kendriya Vidyalaya Project Sewak, Dimapur** up to **1400 hrs** on **19.03.2022** in the sealed cover marked as "**Quotation for the supply of.....Items**", as per enclosed list and not by the name. The quotations will be opened in the office of the undersigned at **1400 hrs** on **21.03.2022**. However, in case the date of opening is declared a Government Holiday, the tenders will be opened on following working day at scheduled time **1400 hrs**.
2. The quotations shall be submitted according to the terms and conditions specified in paragraphs 1 to 18 unless specified otherwise in the quotation, it shall be construed that the terms and conditions stipulated hereunder have been agreed to.
3. The rates should be F.O.R. and should include transportation cost, excise duty, freight any other rates or imposition whatever liable in respect of the supplies freight etc. GST at specified rates must be expressly stipulated in the quotation. Only in the event of acceptance of the quotation supply order will be issued to the firm. The responsibility of mentioning correct rate lies with the firm/ Tenderer.
4. There should not be any overwriting or corrections in the quotation. If a figure is to be amended, it should be neatly scored out, the revised figure should be written above and the same should be attested with full signature by the same signatory, who signed the quotations, in the absence of the attested corrections the quotations is liable to be rejected.
5. The undersigned does not bind himself to accept the lowest quotation and reserves the right to accept the quotation 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 article specified in the attached statement.
6. On acceptance of the quotation, it will become a contract and the contractor shall be bound by the terms and conditions of the quotation. If the contractor fails to supply the article/ provide services within the time stipulated in the letter of acceptance by the undersigned, the undersigned shall be at liberty to purchase the article from the market or get the rest of the contract completed by any other person(s) or firm and the difference of price, if any shall be deducted from the earnest money/ security deposit and in case any amount in excess of the security deposit is paid by the undersigned, the contractor shall be liable to pay this amount.
7. The quantity of articles indicated in the attached statement may be increased or decreased at the discretion of the undersigned without assigning any reason.



8. In the event of acceptance of the quotation and placing of the order for purchase, the articles would be subjected to an inspection by the undersigned or his representatives and are liable to be rejected if the articles supplied are not according to the approved samples or do not confirm to the specification prescribed.
9. The rates quoted by the contractor shall hold good up to One Year. No amendment in the rate except increase in the rates of GST during the period of execution of the contract will be accepted.
10. Along with the quotation a copy of **GSTIN Certificate and Income Tax Clearance Certificate / GST etc.** is required to be submitted.
11. These instructions to tenderers are to be signed by the contractors and returned with the tender.
13. Sealed envelope will be opened **on 21.03.2022 at 1400 hrs** in the office of the undersigned in the presence of tenderers, if any.

Further, decision regarding supply will be taken up the committee after inspection of the articles; specification, quality etc. and decision of the committee shall be final. If the tender is accepted, the payment of the Bill as per the approved rates of the articles will be made by cheque/NEFT only.

14. Income Tax will be deducted as per Income Tax Act & Rules.
15. Tenderer will have to supply the articles within 20 days of the issue of supply order.
16. **TOLERANCE CLAUSE**

It is further clarified that the quantities for the said materials and its pages as shown in the volume of work, may get varied. Hence, the purchaser reserves the right for ten percent (10%) plus/ minus in the quantities of the articles while placing the supply order as the rates to be quoted are for the estimated quantities only.

17. The undersigned does not bind him-self to accept the lowest quotation and reserves the right to accept the quotation 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 on article specified in the attached statement as may be decided. Accordingly, **the undersigned reserves the right to reject any or all tenders without assigning any reasons thereof, either in full or in part.**

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## 18. AWARD OF CONTRACT

- (a) The purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest price.
- (b) The bidder whose bid is accepted will be notified of the award of the contract by the office prior to expiration of the quotation validity period.
- (c) The Notification of award to clearly specify any change in the unit price or any other terms conditions accepted.
- (d) Normal commercial warranty/ guarantee shall be applicable to the supplied goods.
- (e) Payment be made within 30 days after the delivery of goods and their acceptance.
- (f) Notwithstanding the above, the purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the contract.

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## Format for Registration of Firm

1.	<i>Name of the firm</i>	
2.	<i>Nature of business</i>	
3.	<i>Year of establishment</i>	
4.	<i>Details of specific goods/Service dealt with</i>	
5.	<i>Whether registered or not if reg. pl. produce proof of reg. i.e .GST No. copy of the same me be enclosed/forwarded</i>	
6.	<i>Whether post sales service undertaken free of cost during warranty period</i>	
7.	<i>Whether your firm has paid GST upto date, if so, please produce a latest GST clearance certificate.</i>	

Signature of Authorized Signatory on behalf of Bidder/Manufacturer with seal