

**JAWAHAR NAVODAYA VIDYALAYA CHANDRAKESHAR DAM
DISTT. DEWAS (M.P.)**

NONTRANSFERABLE AND CONFIDENTIAL

To,

Date of Issue: _____

M/S _____

Sub: - Tender for the **Supply/ Auction** of _____ items.

Sir/Madam,

The Tender should be submitted as per the following **terms and conditions** specified in paragraph **Nos. 01 to 15 and important instructions Nos. 01 to 05** given in attached specification list failing which the same will be rejected.

- 1 Sealed tenders for the supply/auction of the articles shown in the attached specification list are invited from the **Registered Firms** by the undersigned on behalf of Navodaya Vidyalaya Samiti, B-15 Institutional Area, Sector-62 Noida (U.P.) 201309 up to **04:00 PM of 02/06/2018 (not later than that)** by Registered post or in person. If tender/auction paper is required in person, an application may be submitted mentioning address / purpose and non refundable cash deposit of **Rs. 200.00**. In case of supply of tender/auction paper by post, **Rs. 200/-** non refundable Demand Draft favoring the Principal, JNV, CK-Dam on Union Of India, Loharda must be enclosed with the application giving complete address / purpose. The undersigned will not be responsible for Postal delay about non receipt / non delivery of the tender document. The tender should be sent under strong sealed cover marked as **“TENDER FOR THE SUPPLY/AUCTION OF _____ item(s)”**. **The tender paper will be sold up to 01/06/2018 up to 01.30 PM**. It will be opened in the office of the **Undersigned** on 04/06/2018 **at 4.00 PM**. The tenders / their authorized representatives are to ensure their presence on the said date/ time failing which the tenders received will be opened before the Purchase Advisory Committee Members.
- 2 There should not be any overwriting / corrections in the rates. If a figure is to be amended, it should be neatly scored out. Then revised figure should be written above and the same should be attested with full signature and date and be certified on **tender opening day by 04/06/2018**.
- 3 The rate should be F.O.R. (Freight over Road) to Vidyalaya and should include transport charge, excise duty, sale tax/VAT and any other taxes, or imposition whatever is liable in respect of the supplies to our Vidyalaya. But the rates inclusive of all taxes / charges should be **less than MRP or prevailing whole sale market price** whichever is lower after inclusive of all taxes and transport or freight charges.
- 4 The undersigned/the Chairman of the PAC does not bind himself to accept the **lowest tender/highest auction** and reserves the exclusive right to accept or reject the tender in whole or in part without assigning any reason thereof with respect to the articles mentioned in the specification list.
- 5 Prior to acceptance of the tender, the undersigned reserves the right to call for samples or demonstration and the contractor shall be liable to supply the sample or give the demonstration free of cost.
- 6 On acceptance of the tender it will become a contract and Contract agreement will be executed on a non judicial stamp paper of Rs.50/-. After the contract, the quantity of goods to be purchased may be increased or decreased or nil as per need or at the discretion of the undersigned without assigning any reason thereof.

- 7 The tenderer should submit tender form along with Earnest Money Deposit (EMD) as fixed and published in the Tender Notification in the form of **Bank Draft payable to the Principal Jawahar Navodaya Vidyalaya, Chandrakeshar Dam drawn on Union Bank Of India, Loharda (MP)**. The same will be refunded by Account Payee Cheque/D.D. in due course in the event of rejection/ non acceptance of the tender. The earnest money will be forfeited in the event of failure to execute/ comply with the contract within 21 days of the issue of letter of acceptance as per provisions of Revised G.F.R 204 (vi) of the Central Govt In the event of the tender being accepted the earnest money will be adjusted towards Security Deposit (SD) which shall be payable at the rate of 10% of the cost of the goods to be supplied/ 10% of the estimated value of contract which may be relaxed. **No Interest shall be paid on EMD/SD.** Hiding of facts by the tenderer if revealed at any stage would amount to forfeiture of EMD and subsequently the Firm will be blacklisted.

EMD for various items:

क्र.	वस्तु विवरण / कार्य	धरोहर राशि	क्र.	वस्तु विवरण / कार्य	धरोहर राशि
01	खाद्यान्न सामग्री	50000	09	विद्यार्थी, कम्प्यूटर एवं ऑफिस स्टेशनरी	5000
02	गणवेश सामग्री	15000	10	बिस्तर सामग्री	5000
03	यूनिफार्म सिलाई	5000	11	गद्दे की पिंजाई	500
04	यूनिफार्म धुलाई एवं प्रेस	1000	12	फर्निचर	5000
05	प्रसाधन सामग्री	10000	13	विद्युत सामग्री	3000
06	बेकरी एवं स्वीट सामग्री	3000	14	बिल्डिंग सामग्री-पेन्टींग सामग्री, पेंट, रेत, ईट्टे, सीमेन्ट, टाईल्स, लोह सामग्री, कोटा स्टोन	5000
07	हरी सब्जियां एवं फल	20000	15	खेलकूद सामग्री	3000
08	प्रयोगशाला उपकरण	5000	16	हेयर कटिंग	500

- 8 In the case of furniture, inspection will be carried out before it is polished and the type of wood to be used in furniture should be seasoned teak wood and wood should not exceed more than 10% gap. The contractor shall be required to fix a tin / metal label on the furniture supplied by him giving his name & year of manufacture.
- 9 The rate quoted by the contractor shall hold good **up to 30/04/2019**. No amendment in the rate will be accepted. For the branded items, if there would be some free gift schemes marked on packing, the same must be supplied with the articles free of cost and be **shown in the bill.**
- 10 In the event of acceptance of the tender and consequent supply order, the articles ordered for would be subject to inspection/Verification by the **Principal / Technical Expert / Physical Verification Committee & MOD** regarding the quality, quantity, rate, brand/ specification/ approved samples etc. before taken in to store / stock entry and finally release of payment by PFMS/crossed Cheque / Demand Draft after deducting the bank service charges. In case of any deviation, the articles supplied would be rejected /returned and got replaced at the cost of the supplier.
- 11 If the contractor fails to supply the **articles with bill** within the time stipulated in the letter of acceptance/ supply order (except **Force Majeure** i.e. fire, flood, enemy action), the undersigned shall be at liberty to purchase the articles from the open 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**. Incase any amount in excess of the same is paid by the undersigned, the contractor shall be liable to pay that amount and tender will be cancelled by serving a **simple notice**.
- 12 The TDS will be deducted @ 2.2% from all payments along with surcharges as applicable as per Current Income Tax Rule / Act or NVS circular.

- 13 The amount of security deposit shall be retained by the Samiti /Vidyalaya for period of **06 months from the date of completion of supply or 03 months after completion of warranty / guarantee** which ever is more as a safeguard against any defect appearing particularly in non consumable articles supplied within the contract period.
- 14 Consequent upon provision of tender paper in Hindi / other languages, interpretation of English version will be accepted as final and binding. Further, all disputes are subject to jurisdiction at Dewas (MP).
- 15 The sealed tender should invariably contain the following before it is submitted in the office of the undersigned on **02/06/2018 up to 04:00 PM. by Regd. Post or in person or earlier.**

CHECK LIST

- i. Copy of Registration of firm for all items **except Snacks (Bread) & Sweets, Vegetables, fruits and non-veg items. Stitching of uniform, hair cutting, washing of cloths, mattress and pillow making/recycling and auction items.**
- ii. Current Income Tax / Pan Card Xerox copy for all items **except the items mentioned at (i) above.**
- iii. GST/TIN / SRIN Card Xerox copy for all items **except the items mentioned at (i) above.**
- iv. Up to date Income Tax / VAT clearance certificates from the competent authority for all items **except the items mentioned at (i) above.**
- v. Non Refundable Money Receipt of Rs. 200/- in original for purchase of tender form.
- vi. Earnest Money Deposit in the form of Demand Draft / Bankers Cheque
- vii. Lowest Rate of Items/ specification list and undertaking filled in the proforma (s) / our tender conditions
- viii. Signature of the proprietor / authorized person on all pages with date.
- ix. In case of authorized dealers, authorization letters from the manufacturer / supplier.
- x. Specification and printed catalogue (Technical Brochure) and other concerned literature of the equipment / Product to be supplied, if any.

PRINCIPAL
JNV, CKD, DEWAS

UNDER TAKING BY THE SUPPLIER/FIRM/AUCTION PARTY

I / We M/S. _____, have read and examined in detail the terms and conditions specified in paragraph Nos. 01 to 15 of tender/auction paper / letter and important instructions/ Conditions Nos. 01 to 05 given in specification list. We hereby fully agree to the aforesaid terms and conditions / important instructions or Conditions and enclose the rates of item as per list and specification given by Navodaya Vidyalaya Samiti, New Delhi / Principal Jawahar Navodaya Vidyalaya, CK Dam, Dt. Dewas (MP) along with the required EMD. I / We understand that hiding of facts if revealed at any stage would amount to forfeiture of EMD or SD and subsequently our firm will be blacklisted. I / We agree to execute bond consequent upon the acceptance of the tender/auction. We clearly understand that you are not bound to accept the lowest tender/highest tender. Tender submitted by us is properly sealed.

Date

Signature _____

Name of the Proprietor _____

Status : Sole Proprietor / Partnership (Tick)

Complete Address:

With PIN and Phone No.

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NAME OF BANK.....

ACCOUNT NO.....

MOBILE NO.....

Seal of the firm _____

Witness (Signature, Name & Address)

1. _____

2 _____

