

SAINIK SCHOOL REWARI, HARYANA
TENDER FOR SUPPLY/SERVICE FOR THE YEAR 2019-20
TENDER FORM FOR :

S/No _____
(with School round stamp)

Cost Rs _____/-
(DD for Rs. 1000/- to be attached for downloaded forms
except barber & cobbler services for which Rs. 200/- to be
attached)

Note: Read the instructions properly while filling the tender form carefully.

1. Tender for supply/Services of : _____
2. Payment of Cost of Tender : _____ Rs. _____
3. Name of Firm/Agency/Supplier /Contractor : _____
4. Full address of firm/agency/supplier : _____
With pin code. _____
5. Tele Contact No. (Including mobile No) : _____
and email address of the firm _____
6. Bank DD No. & Earnest money amount : _____
(Only through DD payable at PNB Mini
Secretariat Rewari code No 4681) _____
7. GST No/ Registration No. /Service Tax No, : _____
PAN, last 1 F.Y/A.Y IT Return,
Documentary Evidence /Labour License. Etc _____
8. Experience of supply/services to Govt deptt : _____
if any (with documentary Evidence, PAN No.
Supplier/Firm Regd No and also a copy of IT
Return is mandatory)
9. Terms and conditions from the school side to be acknowledged by Vendor:-
(a) _For all supplies like Stationary & Clothing items etc vendors to attach last
one F.Y/A.Y ITR with audited balance certificate, Registration No & PAN No.

10. The firm having experience in the respective field or business with Govt. establishment will be given preference. For the purpose, the experience certificate will be attached along with the documents.

- (a) Incomplete tender form will not be entertained/accepted.
- (b) Tender will be accepted with the required earnest money deposit as per advertisement. No old security deposit will be considered for participating in the present tender process.
- (c) The contractor/firms will put their signature and mention their full address along with contact number and details of DD attached at the column given at the end of this tender form.
- (d) Lowest tender will be decided on evaluated value of the total items and various other factors i.e. quality, reputation of the tenderers etc.
- (e) Split tender will generally be discouraged. However, earnest money of tenderers who refuse to accept part tender will be forfeited.
- (f) **Rate will be quoted in rupees for each item and not on MRP** except medicine in which discount on MRP would be mentioned. **Rate should include all taxes F.O.R. to Sainik School Rewari.**
- (g) **For catering services** attach Registration of firm/GST No, PAN, Labour License minimum 30 workers, Service Tax No, Food License. Attach last 1 F.Y/A.Y ITR of firm, Experience certificate for at least one year for providing mess service of approx 500 above cadets/person in Govt/private institution will be preferred. The firm/contractor whoever bags the tender will have to deposit 5 to 10% of cost of tender i.e. **Rs. Eight Lakh only** being L1 with the school as security deposit for all categories.
- (h) **Tenderers will give an undertaking in the form of signing this tender form that no representation in view of rejection of their Tenders by the Board of officers will be represented in any department / Court of Law of this country. The decision of Board of officers will be considered as full and final and the tenderers will agree to that.**
- (j) **All disputes are subjected to Rewari, Haryana jurisdiction only.**
- (k) **Signature of Suppliers/Contractors/ Tenderers below signifies their consent of having read, understood and undertake all point mentioned in para 10 above and signing it as correct in each page.**
- (l) **The Principal reserves the right to reject or accept any or all the tenders or accept them in parts or for term less than one year or reject the lowest tender without assigning any reason whatsoever. The tender of person(s)/firm (s), who have been blacklisted by the government or by the school in the past or have/had dubious dealing with the government or the school, shall not be entertained.**

Stamp with Sign. of Firm/Contractor/Authorised Person

With full address _____

Detail of DD attaches. DD No & date_____

CONDITIONS

1. The tender document is not transferable. The complete terms & conditions needs to be read by the tenderer prior to sending his filled tender form & may consult the school to clarify any ambiguity.
2. An amount of Rs. 1000/- (Rs. One Thousand Only) collected towards the tender form except Barber & Cobbler Tender Form for which the cost will be Rs. 200/- only.
3. Payment :
 - (a) Payment will be made only after receipt of the products/material/equipment at the school and after satisfactory installation by the respective company.
 - (b) No advance payment will be made on any account.
 - (c) Payment will be made only by means of an Account payee cheque or RTGS/NEFT. DD may be issued on request in writing and the DD commission will be charged.
4. The firm may bring the equipment/product/material to the school as sample at their own cost.
5. The literature/broucher submitted by the firm should be self explanatory.
6. Warranty/guarantee period is to be clearly mentioned.
7. The “Annual Maintenance Contract” scheme of the firm should be clearly spelt out.
8. Terms & Conditions for up gradation in future, if required, are to be mentioned in offer.
9. Maximum **Educational Discount** admissible is to be mentioned in the offer.
10. If any certificate, enclosed by firm are found to be fake/bogus/tampered, such agencies are liable to be black listed from the school.
11. Tender by Fax/E-mail will not be accepted.
12. Late received and incomplete tender form shall be summarily rejected.
13. For other details, terms and conditions, the firms are advised to contact the school.
14. If any change/additions/alterations are found to be made by them and the same is subsequently detected/noticed at any stage even after award of the supply order, all necessary actions including stoppage of the supply order would be taken. In additions the bidders are liable to be prosecuted under law.
15. Lowest rates do not guarantee the Tender acceptance. It is the quality, reputations of vendor after sales, service, and guarantee/warranty amongst others which will be taken into consideration during finalization of tenders. Brand name and model nos. should invariably be quoted for all the items. Items of poor and inferior quality will not be considered for procurement.
16. If any firm has “Authorized Dealership Certificate”, the same may also be enclosed. The vendor intending to bind for a tender should be dealing in such relevant items or should own a shop for relevant supplies/items.
17. This advertisement does not constitute and will not be deemed to constitute any commitment on the part of the school.
18. **All correspondence should be addressed to the following address**
The Principal
Sainik School Rewari
Sector -4, Rewari – 123401
(Haryana)
19. Interested bidder to download the relevant pages of the specific tender and attach with the tender document.

SAINIK SCHOOL REWARI
TENDER FOR RUNNING OF WET CANTEEN-CUM-STATIONERY SHOP
PERIOD FROM 01 MAY 2019 TO 30 APR 2020

S.No	Description	Rent per month
01	Wet Canteen Cum Stationery Shop	

Note:

1. Maintenance of cleanliness & Hygiene will be the responsibility of contractor of the shop.
2. He will adhere to the opening and closing timing of the wet canteen as given under :-
 - (i) Monday to Saturday from 1700 hrs to 1800 hrs.
 - (ii) Sunday & Holiday from 1000 hrs to 1200 hrs and 1600 hrs to 1800 hrs
3. No credit purchase has to be entertained with cadets. Recovery of credit if any will be sole responsibility of contractor.
4. Contractor solely responsible for clearing any legal hassles arising because of the shop.
5. Contractor will deposit rent of shop on monthly basis without failing which necessary action will be taken as per Sainik School rules and regulations.
6. List of items attached.
7. Items after expiring of date should be removed.
8. The rent of shop will be for whole session except long vacation.
9. Neither the tobacco product should be kept nor will they be used by any of the canteen staff.
10. To display rate list of items in front of shop duly approved by the authorities.

Name of the representative of firm _____ Mobile No _____

Signature of Firm representative _____ DD No and Date _____

Name of the Firm _____ Amount of DD _____

Address _____

SAINIK SCHOOL REWARI
LIST OF ITEMS FOR WET CANTEEN-CUM-STATIONERY SHOP
RATE LIST FOR YEAR 2019-20

COMMERCIAL BID

Sr. No.	<u>Name of Item</u>	<u>Quantity</u>	<u>Brand</u>	<u>Rate in INCL ALL TAXES</u>
<u>EATABLES ITEMS :</u>				
1.	Biscuit Good Day Double rolls	Nos	Good Day	
2.	Biscuit Good Day Single rolls	Nos	Good Day	
3.	Chhachh (Lassi) 200/100 ml	Pack	Amul/Saras	
4.	Chips packet 50 gms	Nos	Lays	
5.	Chips pkt 100 gm	Nos	Lays	
6.	Chocolate 100 Gms	Per Pcs	Amul/5 Star	
7.	Chocolate 150 Gms	Per Pcs	Amul/5 Star	
8.	Chocolate 50 Gms	Per Pcs	Amul/5 Star	
9.	Chocolate various sizes	Nos	Amul	
10.	Cold Drink 1Ltr	Nos	Mountain Dew, Coca Cola, Pepsi, Sprite, Mirinda	
11.	Cold Drink 2 Ltr	Nos	Mountain Dew, Coca Cola, Pepsi, Sprite, Mirinda	
12.	Cold Drink 500/200/100 ml	Nos	Mountain Dew, Coca Cola, Pepsi, Sprite, Mirinda	
13.	Eggs boiled	Nos		
14.	Elayachi Biscuit	Nos	Britania	
15.	Frooti 100/200/300 ml	Nos		
16.	Fruit Cake 50 gm	Pack	Britania	
17.	Ground Nut Plain 50 gm	Per Pkt		
18.	Ground Nut Rosted 50 gm	Per Pkt		
19.	Ice cream cup of 40/80/100/250 ml	Nos	Vanilla, Butter Scotch, Amul, Strawberry	
20.	Mangori 50/100/200 gm	Pkt		
21.	Milk (Full Cream)	Per Ltr	Amul/Saras	
22.	Mix fruit juice Real 200/100 ml	Pkt		
23.	Muffins 25 Gms	Per Pcs		
24.	Muffins Veg Egg less 25 Gms	Per Pcs		
25.	Namkin 50/100 gm	Pkt	Haldiram	
26.	Namkin PKT 50 gms	Pkt		
27.	Sone Papadi	Per Pcs		

Signature of Contractor _____

Sr. No.	<u>Name of Item</u>	<u>Quantity</u>	<u>Brand</u>	<u>Rate in INCL ALL TAXES</u>
<u>STATIONARY ITEMS :</u>				
28.	Colour set pen	Pkt		
29.	Drawing pin	Pkt		
30.	Drawing sheet all colours	Pc		
31.	Eraser	Pc	Apsara	
32.	Eraser (Rubber)	Nos	Apsara/Natraj	
33.	Gel pen	Nos		
34.	Gel pen refill	Nos		
35.	Hard Pencil	Pc	Natraj	
36.	Hard Pencil pkt	Nos	Natraj	
37.	Ink blue	Bottle		
38.	Ink pen	Nos		
39.	Paper A4	Nos	Kores/Branded	
40.	Paper A4	Ream	Kores/Branded	
41.	Paper Legal	Nos	Kores/Branded	
42.	Paper Legal	Ream	Kores/Branded	
43.	Pen	Nos	Cello	
44.	Pencil Soft	Per Pc	HB	
45.	Pencil Soft	Pkt	HB	
46.	Pencil Hard	Pkt	HB	
47.	Permanent marker	Nos	Luxer	
48.	Reynolds pen	Nos		
49.	Reynolds pen re-fill	Nos		
50.	Ribbon decoration	Roll		
51.	Scale Metallic 12"	Nos		
52.	Scale metallic 6"	Nos		
53.	Scale plastic 12"	Nos		
54.	Scale plastic 6"	Nos		
55.	Sharpener	Pc	Natraj/Apsara	
56.	Sketch Pen all colour	Nos		
57.	Sketch pen set	Pkt		
58.	Tape coloured	Roll		
59.	Tape transparent	Roll		
60.	Thermocol sheets	Nos		
61.	Water Colour set	Pkt		

Signature of Contractor _____

...3/-

Sr. No.	<u>Name of Item</u>	<u>Quantity</u>	<u>Brand</u>	<u>Rate in INCL ALL TAXES</u>
<u>SANITARY & MISC ITEMS :</u>				
62.	Blanco	Nos		
63.	Boot Brush	Nos		
64.	Braso polish	Bottle		
65.	Handkerchief	Nos		
66.	Lock Med	Nos	Harrison/branded	
67.	Lock small	Nos	Harrison/branded	
68.	Mug Plastic ½ ltr	Nos		
69.	Nail cutter	Nos		
70.	Scissor Medium	Nos		
71.	Scissor small	Nos		
72.	Shocks coloured	Pair		
73.	Shocks white	Pair		
74.	Shoes polish liquid type	Nos		
75.	Shoes laces black	Pair		
76.	Shoes laces white	Pair		
77.	Shoes Polish black	Nos	Cherry	
78.	Soap Case Plastic	Nos		
79.	Tooth brush Hard	Nos	Colgate/Oral B	
80.	Tooth brush soft	Nos	Colgate/Oral B	
81.	Tooth paste small 50/100 gm	Nos	Colgate/Oral B & other branded	
82.	Torch small 2 cell	Nos	Bajaj/branded	
83.	Underwear	Nos	VIP / Branded	

Signature of Contractor _____

Name _____

Phone No. _____

Address _____

Security Deposit Rs. _____

DD No & Date _____