

**NAVODAYA VIDYALAYA SAMITI,
REGIONAL OFFICE, BHOPAL (M.P)
(Jawahar Navodaya Vidyalaya, Tarbha, Sonepur (O)
Lr.No.F.2-16/2019/JNVTS/ Date: _____**

To M/s _____

_____.

Sub: Tender for the supply of _____.

1. A) The tender forms for the supply of the articles shown in the attached statement will be **sold by the undersigned on behalf of Navodaya Vidyalaya Samiti on all working days from 22.06.2019 to 01.07.2019 during office hours.**

B) The tender form will be received till 04.00 P.M. of 01.07.2019. The tender paper box will be sealed at 04.00 P.M. on the same date i.e. 01.07.2019.

C) The Purchase Advisory Sub-Committee Meeting will be held on 02.07.2019 at 10.00 A.M. in the Vidyalaya for opening of the tender papers and its finalisation.

D) The tender paper should be sent under strong sealed cover marked as "TENDER FOR THE SUPPLY OF _____", alongwith requisite Earnest Money in shape of Bank Draft i.f.o. Principal, Jawahar Navodaya Vidyalaya, Tarbha Payable at SBI Tarbha, Branch Code 2129, Tax Clearance Certificates issued by the competent authority and other required documents etc.

E) The cost of the tender paper for each item is Rs.100/- (Rupees One hundred) only.

2. The tender should be submitted according to the terms and conditions specified in paragraphs 3 to 16 unless specified in otherwise in the Tender, it shall be constructed that the terms and conditions stipulated hereunder have been agreed to.
3. The Rate should be F.O.R. Vidyalaya and should include excise Duty, Sales Tax, Vat Tax, GST & CST and any other taxes, or imposition whatever liable in respect of the supplies. The Navodaya Vidyalaya Samiti shall not pay freight etc.
4. There should not be any over writing, corrections in the Tender. If a figure is to be amended, it should be neatly scored out and then revised figure should be written above and the same should be attested with full signature and date. In the absence of the attested signature the tender is liable to be rejected.
5. The undersigned does not bind himself 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 he/she 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 amounting as fixed and published in the Tender notification in form of Bank Draft payable to the Principal, JNV, Tarbha (Branch Code 2129) which will be refunded in the event of rejection of the tender. The earnest money will be forfeited in the event of failure to comply with contract. In the event of the tender being accepted the earnest money will be adjusted towards security deposit which shall be payable at the rate of 10% of the total amount of the articles. If the contractor is not agreeable to pay security deposit the reasons therefore should be specified and the undersigned reserves to right to accept or reject the request.
7. If the contractor fails to supply the articles within the time stipulated in the letter of acceptance by the undersigned, 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 of firm and the difference of price, if any, shall be deducted from the earnest money/security deposit and incase any amount in excess of the security deposit is paid by the undersigned the contractor shall be liable to pay this amount.
8. The quantity of articles indicated in the attached statement may be increased or decreased at the discretion of the undersigned without assigning any reason.
9. 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 give the demonstration free of cost.
10. The rate quoted by the contractor shall hold good upto 30th April 2020. No amount amendment in the rate except increase/decrease in the rate of sales tax during the period of supplies will be accepted. For the branded item, 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 also shown in the bill.
11. In the event of acceptance of the tender and placing of the order for purchase, the articles ordered for would be subjected to an inspection by the undersigned or his representative and are liable to be rejected if the articles supplied are not according to approved samples or do not confirm to the specifications prescribed.
12. In the case of furniture, 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 metal labile on the furniture supplied by him giving his name and year of manufacture.
13. The amount of security deposit shall be retained by the Samiti/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.

14. In no case the payment will be made above maximum retail price (MRP).
15. Tender which does not comply with the above conditions is liable to be rejected.
16. **Any items even though approved in the tender which are found to be satisfactory in rate/price and specification/quality can be procured through GeM portal by the Vidyalaya.**
17. The sealed tender should invariably contain:-
 - i. Current Commercial tax, VAT TAX, CST/GST and other Tax clearance certificate from the competent authority.
 - ii. Copy of the GST/CST no. of concern firm.
 - iii. Copy of permanent registration certificate from the commercial department.
 - iv. Earnest Money.
 - v. Lowest rate as well as terms of supply if any.
 - vi. Specification and printed catalogue and other concerned literature of the equipment to be supplied.
 - vii. In case of authorized Dealers, Authorization letters from the manufacture/supplied.
 - viii. Signature of the authorized person on all pages with date.

<u>Sl.No.</u>	<u>Name of items</u>	<u>Amount of earnest money</u>
1	Grocery (Mess) Articles	10000.00
2	Fruits	5000.00
3	Sports equipments	3000.00
4	M & R Items	3000.00
5	Washing & Pressing	1000.00
6	CCTV	3000.00
7	Other items	3000.00

Note: Those who will download tender application must attach a bank draft of Rs. 100/- (Rupees one hundred) only in favour of Principal, Jawahar Navodaya Vidyalaya, Tarbha payable at SBI, Tarbha (Branch code 2129) on account of cost of Tender paper.

N.B.: 01. The Vidyalaya is now functioning in its permanent site i.e. Antarda.

02. Any dispute pertaining to purchase affairs would be subjected to the court jurisdiction of the Sonapur District only.

PRINCIPAL
JNV, TARBHA, DIST. SONEPUR (O)

UNDERTAKING BY THE SUPPLIER

We M/s _____ agree fully that within the terms and conditions specified in Paragraph 3 to 17 and enclose the rates of items as per list and specifications given by Principal, JNV, Tarbha, Sonapur (O).

Signature _____

Name of the Proprietor _____

Seal of the Firm _____

Account Number of the Firm: _____

Aadhar Number of the Proprietor: _____

Mobile Number of the Firm/Prop _____

GST/CST Number of the Firm: _____

PAN Number of the Firm/Prop: _____

Witness (Signature, Name & Address)

1. _____

2. _____

PLACE -

DATE -