



കേന്ദ്രീയ വിദ്യാലയം അടൂർ

केन्द्रीय विद्यालय अडूर

KENDRIYA VIDYALAYA ADOOR

പത്തനംതിട്ട ജില്ല, കേരളം-691523

पत्तनमतिट्टा जिल्ला, केरल -691523

Pathanamthitta District, Kerala-691523

CBSE Aff No: 900023

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Ref: F.1758-02-089/2018

Date: 16.06.2018

Sub: Invitation of Tender for supply of Furniture in Kendriya Vidyalaya Adoor

1. Kendriya Vidyalaya Sangathan , a centrally funded Autonomous Body, is a society registered under Societies Registration Act, 1860. The Sangathan administers the scheme of Kendriya Vidyalayas, set up for imparting education to the children of transferable central Govt. Employees.

2. Sealed competitive Quotations/Tenders from the reputed firms are invited by the undersigned on behalf of the Kendriya Vidyalaya Sangathan for supply of following items:

S no.	Brief description of The goods.	Specification	Quantity (tentative)	Delivery period.	Place of delivery.
1	Hexagonal Desk-1	Treated Rubber Wood and Iron Frame (black polished) as per the specifications given in the drawing attached.(figure-1)	20	21 days	KV ADOOR
2	Student Chair-1	Treated Rubber Wood and Iron Frame (black Polished) as per the specifications given in the drawing attached.(figure-2)	60	21 days	KV ADOOR
3	Student Desk-3	Treated Rubber Wood and Iron Frame (black polished) as per the specifications given in the drawing attached.(figure-3)	20	21 days	KV ADOOR
4	Student Bench-3	Treated Rubber Wood and Iron Frame (black polished) as per the specifications given in the drawing attached.(figure-4)	20	21 days	KV ADOOR
5	Student Desk-5	Treated Rubber Wood and Iron Frame (black polished) as per the specifications given in the drawing attached.(figure-5)	20	21 days	KV ADOOR
6	Student Bench-5	Treated Rubber Wood and Iron Frame (black polished) as per the specifications given in the drawing attached.(figure-6)	20	21 days	KV ADOOR
7	Lab Stool	Teak Wood (black polished) as per specification in the drawing attached.(figure-7)	40	21 days	KV ADOOR
8	Teacher's Table	Treated Rubwood (polished) (Figure 8)	20	21 days	KV ADOOR

3. Bid Price.

- a. The contract shall be for the supply of the above mentioned items to the KVS. The Bidder shall quote for items in the format of quotation attached. Corrections, if any, shall be made by crossing out, initialing, dating and rewriting.
- b. All duties, taxes and other levies payable by the bidder shall be included in the total price. However, the tax and duties, leviable should be quoted separately.
- c. The rates quoted by the Bidder shall be fixed for the duration of the contract (and shall be quoted in Indian Rupees only).
- d. The prices should be quoted in Indian Rupees only.
- e. Each Bidder shall submit only one quotation.
- f. Facsimile quotations are not acceptable.
- g. The bid should be submitted along with EMD for Rs. 10000/- (Rupees Ten thousand only) by bank draft in favour of **Kendriya Vidyalaya Adoor Shift-2 VVN A/c payable at Adoor.**
- h. The firm should enclose supporting documents regarding registration of VAT/GST/ST/ITPAN and proof of credibility.
- i. Information given in the Bidder's application form shall be crucial for deciding eligibility of bidder. Decision of indenter will be final in this regard.
- j. A verification committee will be formed to verify goods in due course of time.

4. Validity of quotation:

The quotation shall remain valid for a period not less than 90 days after the deadline specified for submission of quotations. Only firms to whom tender enquiries have been sent by this office are eligible to participate in the bid. The tender documents can also be downloaded from the website www.kvadoor.gov.in .

5. Evaluation of quotations:

The Purchaser will evaluate and compare the quotations determined to be substantially responsive, i.e., which are:

- A) Properly signed and
- B) Conform to the terms and conditions and specifications.

The evaluation would be done for all the items put together. The bidder who has quoted for partial quantity of any one or more items in each part would be treated as non-responsive for that part. Purchaser will award the contract to the responsive bidder whose total cost for all the items put together in each part is the lowest.

- C) The bidder should submit his/her details in the prescribed format, enclosed. (Annexure 1)
- D) Quotation (duly filled in) should also be submitted in the prescribed format, enclosed herewith. (Annexure 2, PART I to IV)

6. 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 as per para 5 above: The quantity indicated at S.No.2 is only indicative and may increase or decrease.
- 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 and change in the unit price or any other terms and conditions accepted.
- D)** Normal commercial warranty/guarantee shall be applicable to the supplied goods.
- E)** Payment shall be made within 15 days after the delivery of goods/completion of work 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 award of the contract.
- G)** The successful bidder has to deposit performance security @5% of the total in favour of Kendriya Vidyalaya , Adoor Shift-2 VVN A/c in the form of Demand draft/Cash payable at Adoor.

7. Last date and time of receipt of quotations:

You are requested to submit the sealed quotation/tender by post, super scribed on the envelope as "*Supply of Furniture for KV Adoor,*" latest by 02:00 pm on 08.07.2018. The quotations shall be opened at 3.00 pm on the same day. The bidders or their representatives who choose to be present at the time of opening of quotation are invited to do so.

8. The rates quoted by the contractor shall hold good up to One Year. No amendment in the rate except increase/decrease in the rates of Sales Tax/ VAT during the period of execution of the contract will be accepted.

The purchaser looks forward to receiving the quotation and appreciates the interest of the bidders in the KVS.

Yours faithfully,

Signature:

Name:

Designation:

For and on behalf of the Kendriya vidyalaya, Adoor

Format of Quotation - Classroom furniture

S.No	Description of Goods	Unit Rate Rs.	GST Rate in%	GST Amount	Total Amount (per unit) including GST
1	Hexagonal Desk-1				
2	Student Chair-1				
3	Student Desk-3				
4	Student Bench-3				
5	Student Desk-5				
6	Student Bench-5				
7	Lab Stool				
8	Teacher's Table				
TOTAL					

We agree to supply the above goods in accordance with the specifications for the above mention unit price shown against the item for which quotations have been submitted within the period specified in the invitation for quotation.

We also confirm that the normal commercial warranty/guarantee of _____ months shall apply to the offered goods.

(Combined) Bid security of for Rs. 10000/- (Rupees Ten Thousand only is) furnished herewith vide bank draft No. _____ dated _____ drawn on _____

Signature:

Name:

Place:

Date:

DETAILS OF THE BIDDER -APPLICATION FORM (For supplying furniture in KV Adoor)

S.No	Particulars	
1	Name of the Organization Address, email: Telephone No. & Fax: Website:	
2	Name of the contact person: Telephone: Email ID :	
3	Type of the Organization (Public Sector/ Limited/Private limited/Partnership, Proprietary/Society/Any other):	
4	License/ Registration details :	
5	PAN No (enclose copy):	
6	Activities of the Company: (List the activities, Separate list may be attached if necessary)	
7	List of clients(with contact details like Address, contact, contact person, phone number and e- mail id, copy of works contract)	
8	Turnover of the Company for the last 3 years: (enclose proof)	
9	Total No. of Employees: <ul style="list-style-type: none"> • skilled Staff • un skilled Staff 	
10	Details of EMD Enclosed	
11	Banker of the goods/service provider, Bank Account No. along with IFS code:	
10	Any other information the applicant wants to furnish	

Declaration

I hereby declare that the above information/documents /furnished are true to the best of my knowledge. I/we am/ are well aware of the fact that furnishing of any false information I fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate Law. I have carefully read and understood all the terms and conditions of the tender and undertake to abide by them.

Signature of the Bidder:
With name and Seal of the Firm

Date:

Place: