

OFFICE OF THE PRINCIPAL  
**EKALABYA MODEL RESIDENTIAL SCHOOL**

(Regd. Under OMTES & Managed by ST & SC Dev. Deptt. Govt. of Odisha)

AT/PO- RANKI, VIA-OLD TOWN, DIST- KEONJHAR, PIN-758002, [email-emrsranki@gmail.com](mailto:email-emrsranki@gmail.com)

CBSE Affiliation No-1520001, School No-53101

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Ref. No:.....

Date:.....

**TENDER CALL NOTICE**

Sealed tenders(in the prescribed form) are invited from the registered and reputed firms for supply of various items and to provide different services viz. (1) Mess Articles(Grocery), (2) Uniform items& School Bag , (3) Vegetables, (4) Hair cutting services, (5) Students toilet items, (6) Chicken, Fish , Egg, Mushroom & Paneer etc., (7) Students & Office Stationery (8) Bedding Items, (9) Water Purifier & (10) Grass Cutter for the period from July 2018 to April, 2019 or as detailed in the Tender Form. The tender forms can be obtained from the Office of the Principal from 20/06/2018 to 04/07/2018 between 08.00AM to 1.00PM on all working days, on payment of Rs.100/- (Rupees One Hundred only) in cash. The tender should be sent under strong sealed cover marked as "TENDER FOR THE SUPPLY OF \_\_\_\_\_" and not by name. The tenders completed in all respects along with requisite documents and Earnest Money would only be deposited in this School by 1.00 PM on or before 04/07/2018 by Regd./Speed post or by hand. The tender will be opened in the office of the Principal, Ekalavya Model Residential School, Ranki, Keonjhar at 11.00 AM on 06.07.2018 (Friday).

1. The rate of each item should be inclusive of transportation charges / all the taxes and delivery at EMRS, Ranki site.
2. There should not be any overwriting/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 attested with full signature and date. In the absence of attested signature the tender is liable to be rejected.
3. The undersigned does not bind himself to accept the lowest tender and reserves 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 specified in the attached statement as he/she may decide.
4. The amount of Earnest Money fixed for different items is as follows:-

| Sl.No | Name of the items                            | Amount of Earnest Money (in Rs.) |
|-------|--|----------------------------------|
| 01    | Student Uniform & School Bag                 | 5,000/-                          |
| 02    | Grocery                                      | 10,000/-                         |
| 03    | Vegetable                                    | 2,000/-                          |
| 04    | Chicken, Fish, Egg & Paneer etc.             | 2,000/-                          |
| 05    | Students Daily use Toilet Items              | 2,000/-                          |
| 06    | Hair Cutting                                 | 1,000/-                          |
| 07    | Reading Writing Material & Office Stationary | 5,000/-                          |
| 08    | Bedding Items                                | 3,000/-                          |
| 09    | Water Purifier                               | 3,000/-                          |
| 10    | Grass Cutter Machine                         | 3,000/-                          |

The Tender should submit Earnest Money Deposit (EMD) as fixed above, in form of Bank Draft only. The said Bank Draft should be drawn in favour of "Eklavya Model Residential School, Keonjhar" payable at Keonjhar. EMDs will be refunded in the event of rejection of the tender within a period of two months without any interest. The Earnest Money will be forfeited in the event of failure to comply with the contract.

5. The successful tenderer should make an agreement with the School authority to supply the materials within the period specified in the supply order. If the tenderer fails to supply the materials within the specified time without proper and valid justification, the order shall be cancelled & be transferred to the second party with immediate effect and the matter will be intimated to the higher authority.
6. The tenderer should produce the samples or demonstration and the contractor shall be liable to supply the sample or give demonstration free of cost at the time of opening of tender.
7. Only quoting lowest rate will not bind the undersigned to accept the tender, quality will also be given due preferences for selection of the tender.
8. In the event of selection of tender and placing of order thereof, the payment will be released to the concerned party in the shape of A/C payee cheque after successful completion of the supply subject to the availability of the funds.
9. 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 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 specification prescribed.
10. The sealed tender should invariably contain:-
  - i. GST registration number.
  - ii. Up to date GST return file copy.
  - iii. Photocopy of PAN duly attested.
  - iv. Current Income Tax & Other Tax clearance certificate from the competent authority, if any.
  - v. In case of Authorized Dealers/distributors, Authorization letter from the Manufacturer/Supplier.
  - vi. Signature of the Authorized Person on all pages with date.
  - vii. Earnest money in the shape of Demand Draft.
11. The Purchase Advisory Committee reserves the right to select or reject or cancel any or all quotations assigning any reason thereof.

Principal  
E.M.R.S, Ranki, Keonjhar