

## EKALAVYA MODEL RESIDENTIAL SCHOOL,GIDHIBAS,KEONJHAR

To

M/s \_\_\_\_\_  
\_\_\_\_\_.

Sub: Tender for the supply of \_\_\_\_\_.

1. Sealed tender for the supply of the articles down in the attached statement are invited by the undersigned on behalf of EMRS, Gidhibas up to 5 P.M.Dated 12.12.2022 .The tender should be sent under sealed cover marked as "TENDER FOR THE SUPPLY OF \_\_\_\_\_" and not by the name , The tenders will be opened in the Office of the Principal, EMRS, Gidhibas, Keonjhar at 11.30 A.M. on dated 14.12.2022.
2. The tender should be submitted according to the terms and conditions specified in paragraphs 3 to 22 unless specified in otherwise in the tender , It shall be construed that the terms and conditions stipulated hereunder have been agreed to .
3. The rate should be Freight on Road to school and should include excise duty, sales tax and any other taxes or imposition whatever liable in respect of the suppliers. The school shall not pay freight etc. The articles should be supplied to the school store.
4. The tenderers should quote the price in amount not in percentage (%). There should not be any over-writing, corrections in the quotation. 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 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 .
6. The tenderer should submit his /her tender form along with **Earnest money amounting as fixed and detailed herewith** in the form of Bank Draft in favour of PRINCIPAL EKALAVYA MODEL RESIDENTIAL SG payable at SBI,Ukhunda. The earnest money will be forfeited in the event of failure to comply with the contract.If the contractor fails to supply the articles within the time stipulated in the guideline and the letter of acceptance / supply order issued 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 or firm and the difference of price , if any , shall be deducted from the earnest money and in case any amount in excess of the security deposit is paid by the undersigned the contractor shall be liable to pay this amount .
7. The Brand /Make other than the specification given in the tender schedule will not be accepted.
8. The rate quoted by the contractor shall hold good till the approval of next tender.For the branded item , if there would some free gift schemes , marked on the packing , the same would liable to be supplied with the articles on free of cost and also mention in the bill.

9. In the event of acceptance of the quotation 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/ brand prescribed .
10. The amount of EMD money shall be retained by the School for a 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.
11. The Tenderers are requested to submit the samples at the time of opening of tender in a sealed packet.
12. Payment will be made only after verification of the supplied articles by the quality checking committee/ undersigned and entry in the stock register and scrutiny of bills after full supply as per the order placed with party.
13. Quality should be invariably maintained throughout the year /period of agreement as per the sample and specification. Materials cannot be accepted if the item is found substandard or different from the sample and specification.
14. It is not compulsory on the part of the undersigned to purchase the items for which the tender is being called and supply order will be placed as per actual requirement.
15. No interest will be paid by the undersigned for the EMD money kept in this School.
16. Payment will be made in shape of A/C payee cheque only. If payment will be made in shape of Demand Draft, the Bank charges will be borne by the tenderer.
17. In case the date and time of opening of the tender is changed, the same will be displayed on the notice board of the School.
18. Only one rate should be quoted for each item, More than one rate for each item shall be rejected.
19. At the time of supply/distribution of materials the concerned Purchase Committee members must be present with the bidders .
20. The tenderer must write the detail postal address, E-mail ID and Telephone No. of their shop in the tender paper.
21. In case of any document submitted by the tenderer in support of their claim are found to be false or forged , the tender is liable for cancellation and EMD deposited by the tenderer will be forfeited .
22. The sealed tenders should invariably contain
  - I. Upto date GST Clearance Certificate copy and copy of PAN.
  - II. In case of Authorized dealers the Authorization Certificate issued by the Manufacturer /company.
  - III. Signature of the tenderer in all pages with date.

- IV. These instruction to tenderers are to be signed by the tenderers and return in original withthe tender with all enclosures.
- V. Bank Draft for cost of form.
- VI. EMD in the shape of Bank Draft in faour of the PRINCIPAL EKALAVYA MODEL RESIDENTIAL SG payable at SBI, Ukhunda.

Place: Gidhibas, Keonjhar

Principal  
EMRS, Gidhibas, Keonjhar

DETAILS OF DURATION OF SUPPLY AND ITEM-WISE EARNEST MONEY IN RUPEES TO BE SUBMITTED  
ALONG WITH TENDER PAPER

Sl. No	Name of items	Duration of supply	Amount of Earnest Money
1	Students Accessories (List enclosed at Annexure-I)	15days	2500/-

(Registration of firm, GST clearance and copy of PAN is mandatory)

We M/s \_\_\_\_\_ agreed to accept the terms and conditions specified in above para 03 to 22 and also enclose the rate of the items as per list and specifications given by the Principal EMRS, Gidhibas, Keonjhar.

Witness (Signature, Name &Address) \_\_\_\_\_

Full signature of the

Proprietorwith seal of the Firm.

Name of the proprietor & Address of the Firm

- 1.
2. Telephone Number / Mobile Number: \_\_\_\_\_

E-mail ID: \_\_\_\_\_

**EKALAVYA MODEL RESIDENTIAL SCHOOL, GIDHIBAS,KEONJHAR**  
**Tender for supply different items for the Financial year -2022-23**

1. Name &Address of the party /Firm:\_\_\_\_\_.

2. Earnest Money Deposited Rs.\_\_\_\_\_ Vide Bank Draft No.\_\_\_\_\_ Dt.\_\_\_\_\_.

3.Note :- The supplier should go through the specification very strictly before quoting the rates. The suppliers are responsible to prove the quality mentioned with sample or with authenticated documents, failing which the rates quoted will not be accepted. It may be noted that for standard quality only single rate against the items should be quoted, In case more than one rate quoted for single items in the name of quality, the same will not be considered.

Sl No	Name of the Articles & Specification	Quantity/ Price per unit	Brand	Rate quoted
1	<b>Blazer with School Logo</b> (Dark Green colour readymade) <b>(Good Quality)</b>	Per Piece		
2	<b>Sweater full sleeve with School Logo for Boys &amp; Girls</b> (Dark Green Colour) <b>(Good Quality)</b>	Per Piece		
3	<b>Track Suit with School Logo for Boys &amp; Girls</b> (Medium Brown & Maroon) <b>(Branded)</b>	Per Pair		
4	<b>House T –Shirtwith School Logo for Boys &amp; Girls</b> <b>(Colour - Tea Green, Mustard, Lime Green Purple)</b>	Per Piece		
5	<b>Neck Tie for Boys</b> (The EMRS Logo is Woven on the Tie in a single color) <b>Color – Coffee Brown &amp; Beige)</b>	Per Piece		
6	<b>Socks</b> (Color – Medium Brown)	Per Pair		
7	<b>Belt with Monogrammed Buckle</b> (The School Logo is printed on the buckle in a single colour for higher visibility) <b>(Dark Green)</b>	Per Piece		

8	<b>Jercy Full Pant for Boys &amp; Girls</b> (Branded)	Per Piece		
9	<b>Black Shoes for Boys</b> (Branded)	Per Pair		
10	<b>Black Shoes for Girls</b> (Branded)	Per Pair		
11	<b>Sleeper for Boys &amp; Girls</b> <b>(Branded)</b>	Per Pair		
12	<b>Canvas</b> (Branded)	Per Pair		
13	<b>Towel</b> (29"x58" COTTON BEST QUALITY)	Per Piece		
14	<b>School Bag with Logo</b>	Per Piece		
15	<b>Students ID Card</b>	Per Piece		

**PARTICULARS OF THE ITEMS**

*Note : The Sample of the SL No 1 to 15 must be submitted with proper packet indicating the Firm Name on the date of opening tender.*

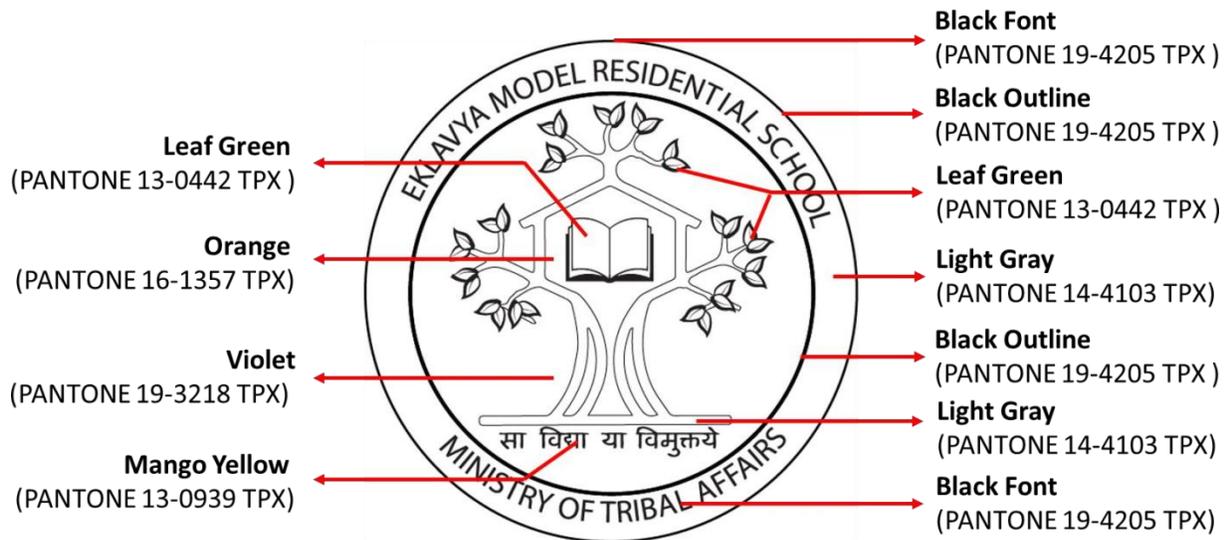
Date: -

Signature of supplier  
Address & Phone No

# LOGO



## Colour placement indications for logo



Note:-

- The logo will be embroidered separately and stitched on the pocket of the jacket.
- The logo will be transfer- printed as a chest print on the house T-Shirt.