



केन्द्रीय विद्यालय सिंगरौली जिला सिंगरौली म. प्र. -486889

KENDRIYA VIDYALAYA, SINGRAULI` DISTT. SINGRAULI, M.P. -486889

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Fine 15/Accts/KVSGR/ 2019-20

Date-29.02.2020

TENDER NOTICE FOR THE SUPPLY OF MUSICAL INSTRUMENT

1. Sealed quotations for the supply of **MUSICAL ITEMS** shown in the attached statement are invited from registered firms/ manufactures/ dealers by the undersigned on behalf of KV **SINGRAULI up to 1.00 pm on 15.03.2020** Quotations should be sent under strong cover marked as "Quotation for the supply of **MUSICAL INSTRUMENTS**, as per enclosed list and not by the name. The quotations will be opened in the office of the undersigned at **14.00** hrs on **15.3.2020**. However, in case the date of opening is declared a Government Holiday, the tenders will be opened on following working day at scheduled time 14.00 hrs.
2. The quotations shall be submitted according to the terms and conditions specified in paragraphs 3 to 20. Unless specified otherwise in the quotation, it shall be construed that the terms and conditions stipulated hereunder have been agreed to.
3. The rates should be F.O.R. and should include transportation cost, excise duty, freight any other rates or imposition whatever liable in respect of the supplies freight etc. GST / Sate Tax at specified rates must be expressly stipulated in the quotation. Only in the event of acceptance of the quotation supply order will be issued to the firm. The responsibility of mentioning correct rate lies with the firm/ Tenderer.
4. There should not be any overwriting or corrections in the quotation. If a figure is to be amended, it should be neatly scored out, the revised figure should be written above and the same should be attested with full signature by the same signatory, who signed the quotations, in the absence of the attested corrections the quotations is liable to be rejected.
5. The undersigned does not bind to accept the lowest quotation and reserves the right to accept the quotation 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 article specified in the attached statement as he may decide
6. On acceptance of the quotation, it will become a contract and the contractor shall be bound by the terms and conditions of the quotation. If the contractor fails to supply the article/ provide services within the time stipulated in the letter of acceptance by the undersigned, the undersigned shall be at liberty to purchase the article from the market or get the rest of the contract completed by any other person(s) or firm and the difference of price, if any shall be deducted from the earnest money/ security deposit 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 quantity of articles indicated in the attached statement may be increased or decreased at the discretion of the undersigned without assigning any reason.



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8. Prior to the acceptance of the quotation, the undersigned reserves the right to call for samples or demonstrations, and the contractor shall be liable to supply the samples or give the demonstration free of cost. However, the supply order will be issued for either of the shortlisted category of products only after confirming the quality, rates and other related aspects to the satisfaction of the purchase committee. The undersigned reserves all the rights in this regard.
9. In the event of acceptance of the quotation and placing of the order for purchase, the articles would be subjected to an inspection by the undersigned or his representatives and are liable to be rejected if the articles supplied are not according to the approved samples or do not confirm to the specification prescribed.
10. The rates quoted by the contractor shall hold good up to One Year. No amendment in the rate except increase in the rates of GST during the period of execution of the contract will be accepted.
11. The samples of the articles for which rates are invited will be called in office and inspected between 10.00 am to 04.00 pm on any working day (except Saturdays/ Sundays/ Holidays) with prior intimation to firms.
12. Along with the quotation a copy of GST Certificate and Income Tax clearance Certificate etc. is required to be submitted. The quotation of unregistered firm will not be accepted.
13. These instructions to tenderers are to be signed by the contractors and returned with the tender.
14. Sealed envelope will be opened on 14.00 hrs on **15.03.2020** in the office of the undersigned in the presence of tenderers, if any. Further, decision regarding supply will be taken up the committee after inspection of the articles; specification, quality etc. and decision of the committee shall be final. If the tender is accepted, the payment of the Bill as per the approved rates of the articles will be made by cheque only.
15. Income Tax /GST will be deducted as per Income Tax Act & Rules.
16. Tenderer will have to supply the articles within 10 days of the issue of supply order.
17. TOLERANCE CLAUSE It is further clarified that the quantities for the said materials and its pages as shown in the volume of work, may get varied. Hence, the purchaser reserves the right for ten percent (10%) plus/ minus in the quantities of the articles while placing the supply order as the rates to be quoted are for the estimated quantities only. The rates once agreed will be valid for one year.
18. UNRESPONSIVE TENDERS The following kind of tenders will be treated as unresponsive tenders”
 - I. Not meeting the qualifying criteria i.e., carrying required financial/ solvency status, regd., with the appropriate authorities for carrying out the described works, furnishing the declaration regarding blacklisting on stamp paper etc
 - II. Tender not enclosed with the required DD/PO/ of EMD amount of Rs. 2000/-
 - III. Unsigned tender document/ terms & conditions / pricing bid document.
 - IV. The specification of the paper attached with the tender document not found of the quality asked for.



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V. The Tenderer not agreeing to any of the terms & conditions so listed.

19. The undersigned does not bind him-self to accept the lowest quotation and reserves the right to accept the quotation 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 on article specified in the attached statement as may be decided. Accordingly, the undersigned reserves the right to reject any or all tenders without assigning any reasons thereof, either in full or in part.

20. 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.
- (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 any change in the unit price or any other terms conditions accepted.
- (d) Normal commercial warranty/ guarantee shall be applicable to the supplied goods.
- (e) Payment is made within 30 days after the delivery of goods 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 contract.

**PRINCIPAL
KV SINGRAULI**

All the above conditions are accepted by me/us.

Tenderer seal & Signature_____

Station_____

Date_____

Name of Signatory _____

CHECK LIST OF ENCLOSURES WITH TENDER DOCUMENT



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1. List of similar type of works executed by the firm so far, especially with KVS. Enclosed copies of supply orders, if any.
2. Terms & Conditions form 1 to 20 above duly signed in token of accepting them all unconditionally.
3. Price Bidding document in Annex-I duly filled in with the rates and duly signed with full name and seal of the firm.
4. An affidavit on non-judicial stamp paper of Rs.100/- duly notarized will have to be submitted by the firm declaring that the firm has never been blacklisted by any Govt./ Pvt. Organization/ institution or department.
5. Latest IT Returns of the firm GST Clearance Certificate for the year 2017-18/ 2018-19. Along with the quotations, a copy of Sales Tax Registration / GST Certificate etc. be enclosed.
6. Concerned OEM/ Dealership Certificate for applied Article.
7. Pre Contract Integrity Pact in the prescribed format enclosed with tender.
8. Any other document required by the text inside the document.

Strike out whichever is not applicable.

Signature of the Bidder with date & Seal of the Firm