

 <p>केन्द्रीय विद्यालय संगठन</p>	<h2 style="margin: 0;">केन्द्रीय विद्यालय नुआपड़ा (ओडिशा) पिन- 766105</h2> <p style="margin: 0;">KENDRIYA VIDYALAYA NUAPADA (ODISHA) PIN-766105</p> <p style="margin: 0;">Email- nuapadakv@gmail.com Website-nuapada.kvs.ac.in</p> <p style="margin: 0;">Phone :06678-225055</p>
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Ref. No.320-225/KVNPDP/2021-22/

Date: 16.03.2022

To,

M/s _____

Sub:- Invitation of Bids in Limited Tender Enquiry for supply of Stationary Items to KV Nuapada – reg.

Sir/ Madam,

The Kendriya Vidyalaya Sangathan a Centrally funded Autonomous Body is a society registered under Societies Registration Act. 1960. The Sangathan Administer the scheme of Kendriya Vidyalaya set up for imparting education to the children of transferable Central Govt. Employees among others.

1. Sealed Competitive Bids in Limited Tender Enquiry from the Registered Firms are invited by the undersigned on behalf of the Kendriya Vidyalaya Sangathan for supply of the following items:

Sl. No.	Brief Description of Goods / Equipment	Specification	Price per unit	GST	Total price of with GST	Sl. No.	Brief Description of Goods / Equipment	Specification	Price per unit	GST	Total price of with GST
1	A4 Size Paper	Image & JK Paper				37	Calculator	Casio			
2	A3 Size Paper					38	Gum	Camal 300 ml			
3	F.S Size paper					39		30mn Tube			
4	Guard File	ACE180				40	Fevicol	200gm			
5		276 pages				41	Gum	Fevi stick			
6	Cover File	Ace No.55				42	Odonil				
7	Fly Leaf (Tag File)	Brown Thick &				43	Clip File	Hard/ General Board			
8		Hard Board				44	Gift Items				
9	Stapler (Big)	Kangaroo No.10				45	Dictionary	Small			
10		Kangaroo 24x6				46	Essary & Latter Books	Medium			
11	Stapler (Small)					47	Geometry Box	Linc/ Sharp/Classmate			
12	Stapler Pin (Big/ Small)	Kangaroo No.10				48	Lunch Box	Steel 2 pot			
13		Kangaroo 24x6				49		Steel 3 pot			
14	Tag Cotton	8"				50	Long Ex. Book	176 pages			
15	Alpin	Nakoda				51	Index file	ACE Brand			
16	Thred Roll	Big Roll				52	Pen, Pencil, eraser	Each			
17	Answer Sheet Print of School Name in 1st page	8 pages with pinning (100 pcs)				53	Colin	per pkt.			
18	Rolling Paper	Full Size (per ream)				54	Herpic	per pkt.			
19	Register	Ace 92 &				55	Phenyl	per pkt.			
20		180 &				56	Broom	Floor-			
21		276 and				57		Kanta -			
22		372 pages				58	Sanitizer	500 ml			
23	Ball Point Pen	Cello/Montex				59		5000 ml			
24	Duster	wooden				60	Wiper	per pcs.			
25		White Board				61	Poccha	per pcs.			
26	Chalk white	per unit				62	Bleaching Power	per kg			
27	Chalk Colour	per unit				63	Naphthalene Ball	per pkt.500gm			
28	Carbon	per pcs.				64	Toilet Acid	Bottle			
29	Cello Tape	per pcs.				65	HP Laserjet P1007 Cartridge	Refill			
30	Whitener	per pcs.				66		New			
31	Highlighter	per pcs.				67	UPS	iBall			
32	Envelop (per pkt.)	9"x4" per pkt.				68		Microtec			
33		11"x5"				69	Stamp Pad				
34	Laminated Envelops	11"x5" per pcs.				70	pin remover	Kangaroo			
35		12"x10"				71	Single Punch	Kangaroo			
36		12"x16"				72					

2. Where Bureau of Indian Standards (BIS) certification marked goods are available in market, goods with those or equivalent marking only shall be offered.

3. Bid Price

- a. The Contract shall be for the supply of the 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, initialling, 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 livable 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. Telex or Facsimile quotations are not acceptable.
- g. **The bid should be submitted alongwith EMDO for Rs.10% by bank draft in favour of VVN A/c of KV Nuapada payable at Nuapada in the form DD/Cheque.**
- h. The firm should enclose supporting documents regarding registration of as follows: -
1 Valid Firm Registration number (2) PAN (3) GSTN No. (4) I.T. returned of last Financial Year.

4. Validity of Quotations:

The quotation shall remain valid for a period not less than 90 days after the deadline specified for submission of quotations.

5. EVALUATION OF QUOTATIONS:

The purchase will evaluate and compare the quotations determined to be substantially responsive, ie. Which are;

- a) Properly signed, and
- b) On form to the terms and conditions and specifications.

The evaluation would be done for all the items put together. The items for which no rates have been quoted would be treated as zero and the total amount would be computed accordingly. The bidder who has quoted for partial quantity of any one or more item(s) would be treated as one-responsive. Purchaser will award the contract to the responsive bidder whose total cost for all the items put together is the lowest.

6. AWARD OF CONTRACT;

- a) The purchaser will award the contract to the bidder whose quotation has been determined to the substantially responsive and who has offered the lowest price as per Para 5 above;
- b) The bidder whose bid is accepted will be notified of the award of the contract by the Office prior to expiry 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 mode 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 award of the contract.
- g) **The successful bidder has to deposit performance security with the 10 % total amount of goods supplied in favour of Principal KV Nuapada in the form of DD/Cheque.**

7. LAST Date and Time of Receipt of Quotations:

You are requested to submit the sealed quotations by registered post/ by hand super scribed on the envelop as supply of stationary items for office as on 15.04.2021 latest by 2:00 PM. The quotations shall be opened at 02:00 PM on 16.04.2022. The bidders or their representative who choose to be present at the time opening of quotation are invited to do so.

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

Yours faithfully,

(Principal / I/c)

For and on behalf of the Kendriya Vidyalaya Santathan

