

**OFFICE OF THE CONVENOR (SPORTS) ZONE – XII DISTRICT**

**NORTH WEST - B**

**TENDER NOTICE**

**GOVT. SARVODAYA CO-ED VIDYALAYA**

C- BLOCK SULTANPURI, DELHI-86

Ref. No.....

Dated.....

SEALED QUOTATION ARE INVITED BY THE UNDERSIGNED FOR PURCHASE OF TROPHIES AND MEDALS FOR ZONAL SPORTS AND CULTURAL PRIZE DISTRIBUTION.

THE FOLLOWING IS THE ELIGIBILITY CRITERIA FOR THE BIDDER.

1. THE FIRM SHOULD HAVE PAN NUMBER.
2. THE FIRM SHOULD HAVE TIN NUMBER.
3. THE FIRM SHOULD HAVE SERVICE TAX NUMBER.
4. THE FIRM SHOULD HAVE EXPERIENCE OF DOING WORK IN GOVT SCHOOL.
5. THE FIRM SHOULD BE MORE THAN THREE YEARS OLD AND MUST HAVE OFFICE IN DELHI.

ALL THE FIRMS WHO ARE INTERESTED AND HAVING ABOVE QUALIFICATION MAY COLLECT DETAILED TENDER DOCUMENT ON SHOWING THE PROOF OF ABOVE FIVE TERMS AND CONDITIONS. THE LAST DATE OF OBTAINING TENDER DOCUMENT FROM SCHOOL OFFICE HOURS IS 20/02/2014.

THE LAST DATE AND TIME FOR SUBMISSION SEALED QUOTATION IS 22/02/2014 AT 11:00 AM



Principal

Govt. Sarvodaya Co-Ed Vidyalaya  
C-Block, Sultanpuri, Delhi-110086

Name & Address of the firm

Signature of the bidder with stamp

**TENDER DOCUMENT.**

Ref.no.-----

dated-----

To,

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**SEALED QUOTATIONS ARE INVITED BY THE UNDERSIGNED FOR ZONAL PRIZE DISTRIBUTION FUNCTION.  
THE LAST DATE OF SUBMITTING QUOTATIONS IS -----,AT 15.01.2014.**


**ELIGIBILITY CRITERIA IS AS UNDER;**

- 1.THE FIRM SHOULD HAVE **PAN NUMBER** of delhi
- 2.THE FIRM SHOULD HAVE **TIN NUMBER** of delhi
3. THE FIRM SHOULD HAVE **SERVICE TAX NUMBER** of delhi
4. THE FIRM SHOULD HAVE EXPERIENCE OF DOING WORK IN GOVT SCHOOLS in delhi
5. THE FIRM SHOULD BE MORE THEN THREE YEAR OLD AND MUST HAVE REGISTERED OFFICE IN DELHI

**Terms and conditions.**

1. The bid should accompanied by the supporting document in respect of eligibility criteria otherwise the bid will be rejected .
2. The lowest bidder firm has to deposit performance security worth Rs.20000/- in the form of cheque/draft/fdr/bank guarantee in the favor of principal and should be valid for 6 month . the performance security will be released only after completion of work and satisfactory report of purchase committee members.

3. If the firm fails to supply within 15 DAYS of work order the performance security will be forfeited and firm may be blacklisted for 3 years in future.
4. The supply should be completed 15 days of placing the order otherwise 5% per week penalty will be imposed of balance work value.
5. Regarding quality and quantity of work done by the firm the final decision is vested only with the members of purchase committee and the decision of purchase committee members will be final and binding on the bidder.
6. The payment will be processed only after recommendation of purchase committee.
7. The payments will be made after TDS deductions as per Govt. rules.
8. No advance will be given.
9. The trophy and medal specification has been given on the bottom of this tender form.
10. The rates should be quoted only on the prescribed tender document.
11. No counter condition or term is allowed in tender if any counter condition or term mentioned in the bid by the bidder the bid will be rejected without any further communication.
12. The every bidder should submit an undertaking that his/her firm is never been blacklisted by Govt. Department in past and the facts and information filled by bidders are true to his best knowledge.
13. If before or after getting work order it has been found that the bidder has submitted any wrong information the bid may be rejected even after award of work and performance security will be forfeited.
14. The final decision in regard to any dispute is only vested with the Director of Education.
15. Your rates should inclusive of all work such as material, labor, taxes which are applicable and freight up to school. no any extra charges will be paid in any condition.
16. If there is any additional cost of work such as Vat, Service Tax is there clearly ment on the bill of tax in the bid, otherwise it will be presumed that taxes are inclusive in your bid.
17. The samples of items should be submitted with the tender other wise your tender will not be considered.
18. The payment will be made before 31 st march 2014 subject to satisfaction of purchase committee. no interest will be paid for delayed period if any.
19. The specification of the trophy and medal should be submitted with the tender such as height, weight, width of trophy and wooden, metal, fiber including metal strip pasting containing printing of logo etc.
20. The rates should not be more than Rs. 1000/- per set i.e. First, Second and third prize (Three pcs. will be considered as one set). The rates should be including vat/cartage/charges etc.

  
 28/1/13  
 Principal  
 Government School  
 Ferozpur, Ferozpur, Delhi.