

**GOVT. SARVODAYA KANYA VIDYALAYA
LALITA BLOCK, SHASTRI NAGAR, DELHI – 110052
DIRECTORATE OF EDUCATION GOVT. OF NCT OF DELHI
ZONE – VIII, DISTT. NORTH. DELHI – 110054**

**TENDER FORM FOR THE PROCUREMENT/SUPPLY OF PROPS AND MAKE-UP
FOR STATE REPUBLIC DAY CEREMONY-2016 AT CHATTARSHAL STADIUM.**

**(TO BE FILLED BY THE TENDERER)
TECHNICAL BID**

FORM TO BE DEPOSITED	Upto 11.00 a.m. on 18-01-2016
SAMPLES TO BE DEPOSITED	Upto 11.00 a.m. on 18-01-2016
TENDER TO BE OPENED	At 3.00 p.m. on 18-01-2016

A.1 (a) Name of the Firm.....
 (b) Address of the Firm.....
 (c) Name & address of the Prop./Partner

2. (a) TIN No.
 (b) PAN No.
 (c) Attested copy of TIN Registration

3. Bid security deposited vide Demand Draft /FDR No.
 Dated..... for Rs.

4 (a) Whether any supply has been made to Govt. Department in the past.....
 If yes, please furnish full details maximum four copies of supply order received during the year.

Year	Details of Items	Name of Deptt.	Amt.
2012-13			
2013-14			
2014-15			

4. Annual Turnover

Year	Turnover (in Rs.)
2012-13	
2013-14	
2014-15	

B. For procurement/supply of 221 Props and Make-up for State Republic Day Celebration – 2016.

Rates are invited for reputed dealers for, procurement/supply of Props and Make-up for State Republic Day Celebration – 2016

One sample of the required dress has been displayed in the office of the under signed for inspection. The same can be inspected on any working day during office hours.

TERMS & CONDITIONS:

1. The rates should be inclusive of free delivery in any part of Delhi.
2. Acceptance of the goods will be subject to the inspection/examination by experts and are liable to be rejected if they do not confirm to the requirement. If the material is found defective, it is to be replaced within a week.
3. The articles/work should be high quality and strictly according to the specification.
4. Only one sample of each item needs to be deposited in the room of Dy. Director of Education Distt. North Timarpur upto 11.00 a.m. on 18/01/2016.
5. **The technical bid form duly filled in & with enclosures attached in all respect should be sealed in a separate envelop inscribing "TECHNICAL BID FORM FOR THE PROCUREMENT /SUPPLY OF PROPS AND MAKE-UP FOR STATE REPUBLIC DAY CELEBRATION – 2016**
6. **Terms & conditions duly signed in token of acceptance should accompany the technical bid.**

(Smt. Madhu Singh)
DY. DIRECTOR OF EDN. (NORTH)

All the above terms and conditions are accepted by me/us.

Signature with seal of the firm

**GOVT. SARVODAYA KANYA VIDYALAYA
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**TERMS AND CONTITIONS OF THE TENDERER FOR THE PROCUREMENT
/SUPPLY OF PROPS AND MAKE-UP FOR STATE REPUBLIC DAY CEREMONY-
2016 AT CHATTARSHAL STADIUM.**

1. Sealed tenders are invited for/on behalf of C M Of Delhi for the procurement/supply of Props and Make-up for state republic day celebration-2016 as given in the tender form (Estimated cost of the tender is Rs. 1,99,000/-).
2. The tender shall consist of two sealed covers consisting of a technical bid, and a financial bid. All these sealed covers inscribed in the bold letters on the envelope i.e. technical bid & financial bid shall be sealed in one big envelope due mentioning “Tender for the **PROCUREMENT / SUPPLY OF PROPS AND MAKE-UP FOR STATE REPUBLIC DAY CEREMONY-2016 AT CHATTARSHAL STADIUM**”. The big envelop shall be deposited in a box kept in the room of Dy. Director of Education (North) at Timarpur, Delhi. The tender shall be accepted up to 11.00 a.m. on 18.01.2016. No tender shall be entertained thereafter under any circumstances.
3. Rates shall not be quoted on “Technical bid” . If they are mentioned directly or indirectly, the bid shall be summarily rejected.
4. First, the technical bids shall be opened on 18.01.2016 at 3.00 p.m. in the room of Dy. Director of Education (North) by the purchase committee constituted for this purpose. Financial bids of only those tenderers shall be opened whose technical bids are approved and samples are selected.
- 5(a) The tenders must be accompanied by Bank Demand Draft / FDR/ Bankers Cheque for the amount mentioned below against each item as Bid security of any scheduled bank in favour of PRINCIPAL (GOVT. SARVODAYA KANYA VIDYALAYA, LALITA BLOCK, SHASTRI NAGAR, DELHI – 110052. Bid Security received in any other form shall not be accepted:-

S.No.	Item	Amount of Bid Security (in Rs.)	Amount of minimum turnover (Rs.)
1.	Procurement / Supply of Props and Make-up.	9,950/-	59,700

- (b) The tenderer should submit the documentary proof of minimum turnover of the firm (indicated in the tender document duly authenticated by Chartered Accountant for the last 3 years.
- (c) The tender will be rejected out rightly in case the tenderer does not comply with terms above (a) & (b).
6. It will be at the discretion of the Director of Education to make any inquiry in order to judge the stability and capacity of any firm at his decision or otherwise be final.
7. In case the tenderer, whose rates have been approved, and after the order is placed, fails to discharge the obligatin of tender so awarded to him, part or in full or on the grounds of quality, the Director of Education has the right to place the order to other firm at the cost and risk of contractor and the Director of Education shall have the right to forfeit the security money or to take any legal action against defaulter contractor.
8. The article ordered/supplied would be subject to inspection byf the authorized team/representatives of the Director of Edn. at any place to be decided by the department.

The goods supplied /ordered are liable to be rejected, if the same do not come up to prescribed specification/approved samples. The tenderer has to bear all the cost at his own risk.

9. No interest on Bid Security will be paid.
10. The bid security of unsuccessful tenderer will be returned on finalization of the tenders.
11. The payment towards the supply of the articles shall be made directly to the party by the Directorate of Education, Delhi.
12. The bid security of the successful tenderer will be retained and treated as security deposit upto expiry of tender and for balance amount of security deposit, if required, will be asked by the Department after finalization of the tender.
13. Any tender which bears cutting, over-writing, in the rates, shall not be considered.
14. Income Tax to be deducted at source @2% in all cases of payment to contractor.
15. The tender which does not comply with any of the above condition will be rejected.
16. These terms and conditions are to be signed by the tenderers at the place specified below which would be finally and legally binding on him. The tenderer is not entitled to insert/add /delete any term/condition whether made herein or thereby in separate note / letter and the Director of Education shall not be bound for any such addition/deletion.
17. The Director of Education shall also have the right to bifurcate and award the contract to any number of tenderers and his decision in this regard shall be final and binding upon the tenderers.
18. In case of dispute, the decision of the Director of Education shall be final and binding on the parties.
19. Under no circumstances, the negotiation would be held with any tenderers except the lowest tenderer.
20. The terms of the tender will be one year from date of acceptance/approval of the competent authority and will be valid for sports branch also.
21. The quantity may increase or decrease as per the need of the programme.
22. In case of any legal dispute shall be within the jurisdiction of Delhi.



(Smt. Madhu Singh)
DY. DIRECTOR OF EDN. (NORTH)

Acceptance of the Tenderer

All the above terms and conditions are accepted by me/us. I/We bound myself / ourselves to observe them in the event of my / our tender being accepted. The earnest money in the form of Demand Draft for Rs. _____ is enclosed.

Signature of the tenderer with seal of the firm

Place _____
Dated _____

Witness:-

1. _____
2. _____

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FOR STATE REPUBLIC DAY CEREMONY-2016 AT CHATTARSHAL STADIUM.**

(TO BE FILLED BY THE TENDERER)

FINANCIAL BID

FORM TO BE DEPOSITED
TENDER TO BE OPENED

Upto 11.00 a.m. on 18-01-2016
At 3.00 p.m. on 18-01-2016

- A.1 (a) Name of the Firm.....
(b) Address of the Firm.....
(c) Name & address of the Prop./Partner

B. For procurement/supply of Props and Make-up for State Republic Day Celebration – 2016.

Rates are invited from reputed dealers the procurement/supply of Props and Make-up for State Republic Day Celebration – 2016.

S.No.	Items	Unit	Rate (in Rs.) including all taxes)
1.	Props and Make-up	per person	

The Tender shall be liable to be rejected if all the columns are not properly & completely filled up.

This financial bid **form duly filled in should be sealed in a separate envelop inscribing “FINANCIAL BID FORM FOR THE PROCUREMENT/SUPPLY OF PROPS AND MAKE-UP FOR STATE REPUBLIC DAY. CELEBRATION – 2016 AT CHATTARSHAL STADIUM on it & due mentioning name & address of the tenderer on it.**

Signature with name & stamp of firm