

<p>केन्द्रीय विद्यालय }kjdk रुकमणी मंदिर के पास }kjdk – 361335 (गुजरात) दूरभाष: 02892-236555 फैक्स: 02892-234255 ई मेल: kv_dwarka@yahoo.co.in वेबसाइट: kvdwarka.org</p>		<p>Kendriya Vidyalaya Dwarka Near Rukmani Temple Dwarka – 361335 (Gujarat) Tel. No. : 02892-236555 Fax: 02892- 234255 E-Mail : kv_dwarka@yahoo.co.in Website : kvdwarka.org</p>
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F.12089/KV DWRKA/2018-19/

Date

To

Sub: "Invitation for Quotations for Printing and supply of Vidyalaya Patrika in KV Dwarka- req"

Sir/Madam,

The Kendriya Vidyalaya Sangathan, a centrally funded Autonomous Body, is a Society registered under Societies' Registration Act, 1860. The Sangathan administers the Scheme of Kendriya Vidyalayas set up for imparting education to the children of transferable Central Govt. Employees.

Sealed competitive quotations 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	Specifications	Quantity (approx)	Delivery period	Place of delivery
01	Vidyalaya Patrika	Contain 42 pages excluding cover page size 25cm x 18cm, six pages in four colors on glossy papers with lamination, 70gm belapur paper 50 pages rates should include typing of Hindi, English, Sanskrit material proof reading and binding, FOR Dwarka charges.	500	1 months	KV Dwarka

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

- 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, initialing, dating and rewriting;
- 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.
- The rates quoted by the bidder shall be fixed for the duration of the contract (and shall 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 along with EMD Rs.1000/- by bank draft in favour of V V N A/c payable at Dwarka. The EMD of unsuccessful firm will be returned with in 90 days for which no interest will be paid by the vidyalaya.
- h. The firm should enclose supporting documents regarding registration of GST/Shop license.

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 Purchaser will evaluate and compare the quotations determined to be substantially responsive, i.e., which are:

- a) properly signed, and
- b) conform 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 non-responsive. Purchaser will award the contract to the responsive bidder whose total cost for all the items put together is the lowest.

c) Quotation received without EMD of Rs, 1000/- will not consider for evaluation.

6. 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 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 expiration of the quotation validity period;
- (c) The Notification of Award to clearly specify any 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 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 award of the contract.
- (g) The successful bidder has to deposit performance security with the Kendriya Vidyalaya Dwarka of the amount of 10% order cost in favour of "Vidyalaya Vikas Nidhi" payable at Dwarka in the form of DD/Cash.

7. Last date and time of receipt of quotations:

You are requested to submit the sealed quotations in the Tender Box { in front of Room No. } super scribed on the envelope as "*Quotations for the supply of goods/equipments for the* , due on 27/8/18. latest by 27/8/18 by 10.30 am. The quotations shall be opened at 11.00am on the same day. The bidders or their representatives who choose to be present at the time of opening of quotation are invited to do so.

The purchasers' looks forward to receiving the quotation and appreciate the interest of the bidders in the KVS.

Yours faithfully,

Signature
Name:
Designation:

FORMAT OF QUOTATION

sl No.	Description of goods / equipment	Brief specifications	Quantity	Total Amount without VAT	GST Rate in (%)	Total Amount with GST
1.	Printing Vidyalaya Patrika	Contain 42 pages excluding cover page size 25cm x 18cm, six pages in four colors on glossy papers with lamination, 70gm belapur paper 50 pages rates should include typing of Hindi, English, Sanskrit material proof reading and binding, included FOR KV Dwarka charges				
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						

We agree to supply the above goods in accordance with the specifications for the above mention unit price shown against the item(s) for which quotations have been submitted, within the period specified in the Invitation for Quotations,

We also confirm that the normal commercial warranty/guarantee of Months shall apply to the offered goods.

Bid Security of Rs. _____ (Rupees) is furnished herewith vide Bank Draft No. _____ dated _____ drawn on _____.

(Bidder)

Signature :

Name :