



F. 12046 /KV DWRKA/2018-19/

DATE : 25-01-2019



To

Sub: "Invitation for Quotations for supply of furniture for use in the KV Dwarka-regarding"

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 Firms are invited by the undersigned on behalf of the Kendriya Vidyalaya Sangathan for supply of the following items: The Quantity of items may be increased or decreased as per the availability of funds.

Sl. No.	Brief description of goods	Specifications	Qty (approx)	Delivery Period	Place of Delivery	Specimen
1	Students Dual Desk (Two seater) for class XI & XII	Square 1.5" pipe 18 guage 34"height with 1"slop for the desk with wooden protected book shelves 16" seating height Top 14"- 2 student length top & seating 48" Seating top 12":for 2 student, TOP & seating should be sanmica laminated $\frac{3}{4}$". The book shelves 8"x5"	20	20 days after supply order	KV Dwarka	
2	Students Dual Desk (Three Seater) for class VI	Square 1.5" pipe 18 guage 30" height with 1"slop for the desk with wooden protected book shelves. 16" seating height. Top 14"-3 students length top & seating 54" Seating top 10" : for 3 students Top & seating should be sanmica laminated $\frac{3}{4}$" The book shelves 8"x5"	15	20 days after supply order	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

- 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, initialing, 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 leviable 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 along with EMD of Rs 2000/- by bank draft in favour of Vidyalaya Vikas Nidhi Kendriya Vidyalaya Dwarka A/c payable at Dwarka.
- h. The firm should enclose supporting documents regarding registration of VAT/ST/ITPAN.
- i. **If any firm has been exempted from submitting EMD by Govt. shall attach the copy of letter with tender/quotation document.**
- j. **Rate should be FOR Kendriya Vidyalaya Dwarka.**

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.

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;
***May be struck off in case of Registered Bidders.**
- (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. it will be deducted from your bill no int. will be paid for the same by the vidyalaya. the performance security will be returned only after satisfactory installation and working certificate by the concerned committee.**
- (h) payment of the bill will be paid only after satisfactory installation and demonstration before the committee members.

7. Last date and time of receipt of quotations:

You are requested to submit the sealed quotations super scribed on the envelope as "**Quotations for the supply of Furniture**", for the due on latest **12.02.2019** by **12.30 pm** at Kendriya Vidyalaya Dwarka. The quotations shall be opened at **2.10 pm on the same day.**

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

Committee members:

Mr Sunil kumar
Mr. Abhinav Pushkarna

Yours faithfully,

Signature

Name:

Designation:

For and on behalf of the Kendriya Vidyalaya Sangathan

FORMAT OF BID

S. No.	Description of goods/equipment's	Brief Specification	Quantity	Unit/Pkt Rate(R.s.)	Total amount without VAT	VAT Rate in %	VAT Amount	Total Amount with VAT

We agree to provide the above goods in accordance with the specification for the above mention unit price shown against the item(s) for which quotations have been submitted, with in the period specified in the invitation for the quotations. we also confirm that the normal commercial warranty /Guarantee of Month shall apply to the offered goods.

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

(Bidder)

Date:.....

Signature:

Name :