

KENDRIYA VIDYALAYA, NO.1, JALANDHAR

LIMITED TENDER ENQUIRY NOTICE

LIMITED TENDER ENQUIRY FOR PRINTING & PUBLICATIONS SERVICES IN KENDRIYA VIDYALAYA NO.1, JALANDHAR FOR THE YEAR 2019-20 ARE CALLED BY **18.11.2019** (1.00PM) WHICH WOULD BE OPENED ON **19.11.2019** AT 11 AM. THOSE WILLING MAY APPLY FOR TECHNICAL BID & FINANCIAL BID IN SEPARATE ENVELOPS. FOR MORE DETAILS PLEASE VISIT WWW.NO1JALANDHAR.KVS.AC.IN **FRESH REQUEST FOR REGISTRATION OF FIRM IS ALSO ACCEPTABLE ALONG WITH BIDS.**

PRINCIPAL
KV NO.1, JALANDHAR
PHONE: 0181-2262233

DATED: 31.10.2019

INSTRUCTIONS FOR SUBMISSION OF QUOTATION

Please Note: - Quotation is required to be submitting in one envelope containing two other envelopes No.1 & 2 properly sealed separately.

ENVELOPE NO.1 WILL CONTAIN:-

1. Fresh request for registration of firm if not already been registered with our KV
2. Copy of PAN number
3. Copy of CST/VAT/TIN Numbers
4. Copy of Income Tax Clearance Certificate
5. EMD by DD/FDR only in favour of VVN A/c K.V.No.1, Jalandhar Cantt. Cheque will not be considered.

ENVELOPE NO.2 WILL CONTAIN:

1. Rates of the firm as per list attached. Also attach letter head being the covering of quotation.

For more details please visit our website www.no1jalandhar.kvs.ac.in and reply accordingly.

PRINCIPAL

केन्द्रीय विद्यालय क्रमांक -1 जालंधर - 144005

फोन-0181-2262233

वेब साइट : www.no1jalandhar.kvs.ac.in

ईमेल: kv1jalandharcantt@gmail.com

kv1jalandhar@gmail.com



*Kendriya Vidyalaya, No.1,
Jalandhar Cantt (PUNJAB)-144005*

Phone:0181-2262233

Web Site: www.no1jalandhar.kvs.ac.in

E. Mail: kv1jalandharcantt@gmail.com

kv1jalandhar@gmail.com

SCHOOL CODE: 04535

CBSE AFFILIATION: 1600004

पत्रांक संख्या.1669091/केवी-1/JRC/2019-20/

दिनांक/Dated: -

To,

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.....
.....
.....

विषय :Printing & Publications के लिए निविदा ।

1. अधोहस्ताक्षरी द्वारा संलग्न सूची में दी गई वस्तुओं की आपूर्ति हेतु दिनांक **18.11.2019** को सायं **1.00** बजे तक मुहरबंद निविदाएँ आमंत्रित की जाती हैं। निविदाएँ एक लिफाफे में बंद होनी चाहिए, जिस पर **Printing & Publications** की आपूर्ति हेतु निविदा लिखा हो ।” निविदाएँ किसी के नाम से न हों। निविदाएँ अधोहस्ताक्षरी के कार्यालय में दिनांक **19.11.2019** को सायं..11.00...बजे खोली जाएँगी।

Sealed quotation for the supply of the articles shown in the attached statement is invited by the undersigned up to **1.00 P.M. 18.11.2019**(date). Quotation should be send under strong sealed cover marked as quotation for the supply of **Printing & Publications Items** and not by name the quotation will be opened in the office of the undersigned at **11.00 P.M. on 19.11.2019** (date).

2. निविदाएँ अनुच्छेद 3 से 15 में वर्णित नियमों एवं शर्तों के अनुसार हों । निविदा में यह माना जाएगा कि आपूर्तिकर्ता विहित नियमों एवं शर्तों से सहमत है ।

The quotation shall be submitted accordingly to the terms & conditions specified in paragraphs 3 to 15 unless specified otherwise in the quotation it shall be construed that the terms & conditions stipulated hereunder have been agreed to.

3. दर में सभी ढुलाई खर्च सम्मिलित हों और इसमें हर प्रकार का कर सीमा-शुल्क, बिक्री- कर, संवहन खर्च आदि सभी सम्मिलित हों। निविदा को स्वीकार करने के बाद निविदा में प्रदत्त निर्धारित मूल्य के अतिरिक्त किसी अन्य प्रकार के कर और संवहन खर्च देने के लिए विद्यालय बाध्य नहीं होगा।

The rate should be F.O.R. and should include excise duty, sales tax, freight charges, any other taxes rates or imposition whatever liable in respect of the supply. The Vidyalaya shall not be liable to pay any tax, freight etc. which has been expressly stipulated in the quotation in the event of acceptance of the quotation.

4-निविदा में किसी प्रकार का उपलेश या शुद्धिकरण स्वीकार्य नहीं है । यदि किसी संख्या (अंक) में किसी प्रकार का संशोधन किया गया है तो नई संख्या को स्पष्ट रूप से लिखकर अपने हस्ताक्षर, तिथि सहित करके उसे अवश्य सत्यापित करें अन्यथा निविदा अस्वीकार्य होगी ।

There should not be any overwriting or correction in the quotation. If a figure is to be amended it should be neatly scored out the revised figure written above and the same attested with full signature and date. In the absence of attested signature the quotation is liable to be rejected.

5. अधोहस्ताक्षरी न्यूनतम दर वाली निविदा को स्वीकार करने के लिए बाध्य नहीं है और उसे अधिकार है कि वह संलग्न सूचीबद्ध वस्तुओं को पूर्ण रूप से या आंशिक रूप से स्वीकार करे या अपने विवेकानुसार एक अथवा एक से अधिक वस्तुओं को स्वीकार करे।

The undersigned does not bind himself to accept the lowest quotation and reserves the right to accept the quotation in whole or in part i.e. with respect to all articles mentioned in the attached statement or in respect of any one or more than one articles specified in the attached statement as he may decide.

6. निविदा के स्वीकार करने की स्थिति में निविदा में वर्णित नियम एवं शर्तों के साथ अनुबंध रहेगा | On acceptance of the quotation, it will become a contract and shall be bound by the terms and conditions of the quotation.

7. व्यक्ति अथवा व्यक्ति समूह जिसकी निविदा स्वीकार की गई है इसके उपरांत कांटेक्टर (कहलाए जाने वाले) को निविदा के साथ रुपये, बयाना राशि जमा करनी होगी जो निविदा अस्वीकार करने की स्थिति में लौटा दी जाएगी। अनुबंध का पालन न करने की स्थिति में बयाना राशि जब्त कर ली जाएगी और पालन करने की स्थिति में बयाना राशि का 10% सुरक्षित जमा राशि मानी जाएगी।

यदि अनुबंध की शर्तों का पालन नहीं किया जाता है तो सुरक्षित जमा राशि को लौटाने के पर्याप्त कारण आपूर्तिकर्ता को देने होंगे जिन्हें अधोहस्ताक्षरी द्वारा स्वीकार करने या स्वीकार न करने का अधिकार सुरक्षित रहेगा।

The person/persons, whose quotation is accepted, hereinafter, called the contractor, shall deposit an earnest money of _____ along with the quotation which shall be refunded in the event of rejection of the quotation. The earnest money will be forfeited in the event of failure to comply with the contract. In the event of the quotation the earnest will be adjusted towards security Deposit which shall be payable at the rate mentioned below:

Approximate expenditure	Amount of refundable EMD along with tender/ Quotation Cheque will not be considered. This amount would be returned to unsuccessful bidders after comparison.	Amount of Performance Security on award of contract/ from the L 1 firm.	Total EMD (Refundable) amount to be retained by KV from the successful bidder.	10% EMD of billing amount will be deducted from the purchase of assets/ Furniture & Fixtures etc if necessary.
500000	5000/-	20000/-	25,000/-	Not applicable

If the contractor is not agreeable to pay Security Deposit, The reasons there of should be specified and the undersigned will reserve the right to accept or reject the request.

8. यदि अनुबंधक वस्तुओं की निर्दिष्ट समय पर आपूर्ति नहीं कर पाता है तो इस स्थिति में अधोहस्ताक्षरी को यह अधिकार रहेगा कि वह इन वस्तुओं को किसी अन्य व्यक्ति अथवा फर्म से ले सकता है या शेष अनुबंध को किसी अन्य व्यक्ति या फर्म से पूरा करा सकता है। इस स्थिति में मूल्य का अंतर (यदि कोई हो) सुरक्षित जमा राशि से काटा जाएगा और यदि यह अंतर सुरक्षित जमा राशि से भी अधिक है तो अनुबंधक इसे चुकाने के लिए बाध्य होगा।

If the contractor fails to supply the articles within the time stipulated in the letter of acceptance by the undersigned, the undersigned shall be at liberty to purchase the article from the market or get the rest of the contract completed by any other person or firm, and the difference of price, if any shall be deducted from the earnest money/Security Deposit and in case any amount in excess of the security deposit is paid by the undersigned, the contractor shall be liable to pay this amount.

9. अधोहस्ताक्षरी सूची में लिखी वस्तुओं की संख्या को अपने विवेक से बिना कोई कारण बताए घटाने या बढ़ाने का अधिकार रखता है। यदि विद्यालय किसी वस्तु की 100 या अधिक संख्या में माँग करता है तो आपूर्तिकर्ता एक वस्तु नमूने के रूप में विद्यालय को देगा जिसके लिए कोई कीमत देय नहीं होगी।

The quantity of articles indicated in the attached statement may be increased or decreased at the discretion of the undersigned without assigning any reason. In case and order for any articles is placed for quantity 100 or more, one sample shall be retained by the school and no cost will be paid for the same.

10. अनुबंध को स्वीकार करने से पूर्व अधोहस्ताक्षरी को यह अधिकार है कि प्रदर्शन के लिए अनुबंधक से एक नमूना बिना कीमत अदा किए मंगवा सकता है और अनुबंधक इसके लिए बाध्य होगा ।

Prior to the acceptance of the quotation, the undersigned reserves the right to call for sample or demonstration and the contractor shall be liable to supply the sample or give the demonstration free of cost.

11. निविदा स्वीकार होने पर करने के आपूर्ति आदेश के दौरान कभी भी अधोहस्ताक्षरी अथवा उसका कोई प्रतिनिधि द्वारा परिक्षण किये जाने पर कांटेक्टर द्वारा नमूने के अनुरूप या मानक पूरा न करने की स्थिति में आपूर्ति आदेश को निरस्त किया जा सकता है ।

In the event of acceptance of quotation and placing of the order for purchase the articles ordered for would be subjected to an inspection by the undersigned or his representative and are liable to be rejected if the articles supplied are not according to approved samples or do not confirm to the specifications prescribe

12. अनुबंध की अवधि एक वर्ष या अगले अनुबंध तक कांटेक्टर द्वारा निविदा में दिए गए मूल्य अपरिवर्तनीय रहेंगे। प्रदत्त मूल्य के अतिरिक्त बिक्री - कर या मूल्य संवर्धित कर में परिवर्तन होने के कारण कोई भी परिवर्तन स्वीकार्य नहीं होगा।

The rates quoted by the contractor shall hold up to **ONE YEAR or Next Tenders**. No amendment in the rates expected increase in the rate of Sales Tax/GST during the period of execution of the contract will be accepted.

13. अनुबंधक को अपने द्वारा आपूर्ति किए गए फर्नीचर पर एक धातु पट्टिका लगानी होगी, जिस पर उसका नाम और निर्माण-वर्ष लिखा होगा ।

The contractor shall be required to fix a tin liable on the furniture supplied by him, giving his name and year of manufacture.

14. आपूर्ति होने के छह मास की अवधि तक सुरक्षा राशि विद्यालय के पास रहेगी। जो आपूर्ति की गई वस्तु में किसी प्रकार की खराबी या कमी होने पर होने वाली क्षति से निपटने के लिए रखी जाएगी । The amount of security deposit shall be retained by the Vidyalaya for a period of six months from the date of completion of supplies as a safeguard against any defect, appearing in the articles supplied within this period.

15. जो निविदाएँ उपरोक्त शर्तों को पूरा नहीं करती हैं स्वतः निरस्त मानी जाएँगी ।

Quotations which do not comply with the above conditions are liable to be rejected.

16. इस अनुबंध के निर्देश अनुबंधक के हस्ताक्षर के साथ वापस होने चाहिए ।

These instructions to tenders are to be signed by the contractors and returned with the tender.

प्राचार्य

संलग्नक : वस्तुओं की सूची
उपरोक्त सभी शर्तें मुझे / हमें स्वीकार्य हैं
स्थान अनुबंधक के हस्ताक्षर
दिनांक

फ़र्म की मुहर के साथ

साक्षी : 1नाम –

पता -

व्यवसाय –

साक्षी : 2नाम –

पता -

व्यवसाय –

INSTRUCTIONS FOR SUBMISSION OF QUOTATION

Please Note: - Quotation is required to be submitting in one envelope containing two other envelopes No.1 & 2 properly sealed separately.

ENVELOPE NO.1 WILL CONTAIN:-

6. Fresh request for registration of firm if not already been registered with our KV
7. Copy of PAN number
8. Copy of CST/VAT/TIN Numbers
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10. EMD by DD/FDR only in favour of VVN A/c K.V.No.1, Jalandhar Cantt. Cheque will not be considered.

ENVELOPE NO.2 WILL CONTAIN:

2. Rates of the firm as per list attached. Also attach letter head being the covering of quotation.

For more details please visit our website www.noljalandhar.kvs.ac.in and reply accordingly.

PRINCIPAL

S. NO.	DESCRIPTION	PER	Rates including all taxes FOR KV
1	STUDENT'S DAILY ATTENDANCE & FEES REGISTER	Each	
	(Sufficient for 60 Students) use 13.6 Imported Ledger Paper with Hard Board Binding size 10x14 ½ inches (in duplicate bound with School Name & Logo use 11.2 Ledger paper with Binding) bilingual		
2	TEACHER'S DIARY PRIMARY SECTION (Sufficient for 1 Year Use)	Each	
	(use 21.1 Imported milk White Paper, Total Pages 200 With Hard Board Binding) bilingual size 10x7 ½ "		
3	TEACHER'S DIARY SECONDARY SECTION (Sufficient for 1 Year Use)	Each	
	(use 21.1 Imported milk White Paper, Total Pages 200, With Hard Board Binding) bilingual size 10x7 ½ "		
4	PERIOD WISE DAILY TEACHER'S DIARY (Sufficient for 1 Year)	Each	
	(use 18.1 Imported milk White Paper, Total Pages 200, With Hard Board Binding) bilingual Size 10x7 ½ "		
5	STUDENT'S DIARY bilingual (Sufficient for 1 Year) Size 8.5"x5.5"	Each	
	(Use 13.6 Imported milk White Paper, Binding with Hard-board/Laminated Diary shall contain about 100 Pages in addition with Multi Colour Laminated Title.		
	(use 21.1 J.K. Ledger Paper 80 Pages with Strong Leather Binding)		
6	TEACHER ARRANGMENT REGISTER A-4 size In TRIPLICATE (100 Pages) superior ledger page 150 pages (50x3)	Each	
7	Vidyalaya Magazine Size 9''× 11'' bilingual	Per Magazine	
	Black & White Pages 72-80		
	Colour Pages with messages 8 Pages		
	Title Pages Multicolored with Laminated 4 Pages		
	(Black & White Pages Make with 21.1kg Star or Ballarpur Paper)		
	(Coloured Pages Make with 280gsm Nivea Art Paper)		
	(Title make with 350 gsm Art Card with Perfect Binding) Each		
	Additional Single Side Paper Black Colour Printing Size 9''× 11'' Per 100		
Additional Double Side Paper Black Colour Printing Size 9''× 11'' Per 100			
8	SERVICE BOOK FOR STAFF (LATEST PERFORMA) 100 pages with binding Bilingual superior ledger page legal size	Per pc	
9	Merit Certificate printing Single Colour standard A-4 size on 300 GSM Art Card gloss	Each	
10	Merit Certificate printing Single Colour standard size 7 ¼ x9 ¾ inch on 300 GSM Art Card gloss	Each	
11	Merit Certificate Printing Multi Colour standard size A-4 on 300 GSM Art Card gloss	Each	
12	Merit Certificate Printing Multi Colour standard size 7 ¼ x9 ¾ inch on 300 GSM Art Card Gloss	Each	
13	Merit Certificate printing black & white standard size A-4 on 300 GSM Art Card Gloss	Each	
14	Merit Certificate printing black & white standard size 7 ¼ x9 ¾ inch on 300 GSM Art Card Gloss	Each	
15	File Cover Bilingual with name & Logo printing different colors	Each	

	(Superior Quality Material) closed side should be molded for paper storing capacity.		
16	Medical Check-Up Card (4 Pages) Long Size bilingual as per latest sample A-4 Size	Per 1000	
17	Printing With School Name & Logo Yellow Laminated Envelop size 8x10"(100GSM)	Per 100	
18	Printing With School Name & Logo Yellow (Cloth inside based) Envelopsize 8x10"(100GSM)	Per 100	
19	Printing With School Name & Logo Yellow Laminated Envelop size 10"x12"(100GSM)	Per 100	
20	Printing With School Name & Logo Yellow (Cloth inside based) Envelop size 10"x12"(100GSM)	Per 100	

S. NO.	DESCRIPTION	PER	Rates including all taxes FOR KV
21	Printing With School Name & Logo Yellow Laminated Envelop size 12"x16"(100GSM)	Per 100	
22	Printing With School Name & Logo Yellow (Cloth inside) Envelop size 12"x16"(100GSM)	Per 100	
23	White Envelop 11"x5" with school Name & Logo printed (Taj Mahal)	Per 100	
24	White Envelop 9"x4" with school Name & Logo printed (Taj Mahal)	Per 100	
25	Student Registration Form for fresh Admission on ledger page 5-6 page as per specimen of KVS	Per 100	
26	Newsletter multicolor 4 pages A-4 Size	per pc	
27	Newsletter multicolor 8 pages A-4 Size	per pc	
28	Study Materials printing class-X/XII on A-4 size subject wise with binding in one book class-wise.	Per page for 1 st 100 pages	
	Study Materials printing class-X/XII on A-4 size subject wise with binding in one book class-wise	Per page for next 100 pages	

EXAMINATION MATERIAL

1	Answer Sheets 4 Pages (K.V.S. Standard Size 9"x11") Bilingual superior make 15.3 Kg. Ruchika Bond/Balarpur Paper Printed with School Name or Logo	Per 1000	
2	Answer Sheets 8 Pages (K.V.S. Standard Size 9"x11") Bilingual superior make 15.3 Kg. Ruchika Bond/Balarpur Paper Printed with School Name or Logo	Per 1000	
3	Answer Sheets 12 Pages (K.V.S. Standard Size 9"x11") Bilingual superior make 15.3 Kg. Ruchika Bond/Balarpur Paper Printed with School Name or Logo	Per 1000	
4	Answer Sheets 16 Pages (K.V.S. Standard Size 9"x11") Bilingual superior make 15.3 Kg. Ruchika Bond/Balarpur Paper Printed with School Name or Logo	Per 1000	
5	Answer Sheets 24 Pages (K.V.S. Standard Size 9"x11") Bilingual superior make 15.3 Kg. Ruchika Bond/Balarpur Paper Printed with School Name or Logo	Per 1000	

CONFIDENTIAL EXAMINATION PAPERS

1	Q.P.Printing PRIMARY SECTION (SIZE A-4) (use Paper Quality 60 Gsm Milk White) Font Size- 14 Pt. Figures, Tables and bilingualism Required) For 1 st 100 Copies	1 st 100 pages	
	For Next 50 Copies	Next 50 pages	
	For Next 100 Copies	Next 100 pages after 1 st 100	
2	Q.P.Printing SECONDARY SECTION (SIZE A4) (use Paper Quality 60 Gsm Milk White) (Font Size- 14 Pt. Figures, Tables and bilingualism Required) For 1 st 100 Copies	1 st 100 Pages	
	For Next 50 Copies	Next 50 pages	
	For Next 100 Copies	Next 100 pages after 1 st 100	
3	Question papers Printing Size 10x7.5 inch (use Paper Quality 60 Gsm Milk White) (Font Size- 14 Pt. Figures, Tables and Bilingualism Required) For 1 st 100 Copies	1 st 100 pages	
	For Next 50 Copies	Next 50	

		pages	
	For Next 100 Copies	Next 100 pages after 1 st 100	
4	Question Papers Printing Size 9x5.5 inch(use Paper Quality 60 Gsm Milk White) (Font Size-14 Pt. Figures, Tables and bilingualism Required)	1 st 100 pages	
	For 1 st 100 Copies		
	For Next 50 Copies	Next 50 pages	
	For Next 100 Copies	Next 100 pages after 1 st 100	

Dated:-

Signature of the Bidder
Stamp of the Firm