



# केन्द्रीय विद्यालय क्र.1 तेज़पुर KENDRIYA VIDYALAYA NO.1 TEZPUR

( शिक्षा मंत्रालय, भारत सरकार, के अधीन / Under Ministry of Education, Govt. of India )

केन्द्रीय विद्यालय संगठन

पत्रालय / P.O. – डेकारगाँव / Dekargaon, जिला / Dist.- सोणितपुर / Sonitpur, असम / Assam, Pin-784501

Web-<https://no1tezpur.kvs.ac.in>, E-mail- [armytezpur1498@gmail.com](mailto:armytezpur1498@gmail.com), Ph-03712-258111( Civil), 2377(Army)

School Affiliation Number-200006,

CBSE School Code-39283

पत्रांक सं. 20/1498/089 B/के. वि. ते /2020-21/

दिनांक :26/11/2020

## TENDER NOTICE

### विद्यालय में भवन की बाह्य दीवारों, बरामदों, दरवाजों, कुछ कमरों में पुताई / पेंटिंग हेतु निविदा आमंत्रण (2020-21)

केन्द्रीय विद्यालयतेजपुर क्र.1, भवन की बाह्य दीवारों, बरामदों, दरवाजों, कुछ कमरों में पुताई / पेंटिंग हेतु हेतु निविदा आमंत्रित की जा रही है | उक्त कार्य करने हेतु इच्छुक पंजीकृत एवं अनुभवी फर्म/एजेंसी, निविदा प्रपत्र विद्यालय की वेबसाइट <https://no1tezpur.kvs.ac.in> से प्राप्त कर सकते हैं | पूर्ण रूप से भरे हुए निविदा प्रपत्र केवल त्वरित डाक अथवा पंजीकृत डाक द्वारा दिनांक 17/12/2020 सांय 4:00 बजे तक विद्यालय कार्यालय में जमा किए जा सकते हैं | अधिक जानकारी के लिए विद्यालय की वेबसाइट <https://no1tezpur.kvs.ac.in> का अवलोकन किया जा सकता है।

प्राचार्य

### Tender Invitation for whitewash/painting in external walls, corridors, few rooms, doors etc of the building in the Vidyalaya (2020-21)

Kendriya Vidyalaya No.1 Tezpur, Assam invites open tender enquiry for whitewash/painting in external walls, corridors, few rooms, doors etc of the building in the Vidyalaya from eligible and experienced registered firms/agencies. They may collect the Tender form from school office or download from the school website <https://no1tezpur.kvs.ac.in> and the completed form must be sent to Vidyalaya Office through registered/speed post on or before 4:00 pm, 17/12/2020.

For more details visit <https://no1tezpur.kvs.ac.in>

**PRINCIPAL**



# केंद्रीय विद्यालय क्र.1 तेज़पुर KENDRIYA VIDYALAYA NO.1 TEZPUR

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## विद्यालय में पुताई / पेंटिंग हेतु निविदा आमंत्रण (2020-21)

### Tender Invitation for whitewash/Painting in Vidyalaya (2020-21)

#### एक नज़र में निविदा के महत्त्वपूर्ण बिन्दु / Important points of tender at a glance

1	निविदा का शीर्षक /Title of the tender	Whitewash and painting in the Vidyalaya
2	निविदा का प्रकार /Type of the tender	<b>Open and Advertised two bid System</b>
3	निविदा की कोटि /Tender Category	Whitewash and Painting
4	निविदा प्रकाशन की तिथि /Date of Publication of Tender	26/11/2020 in the daily Newspapers Purvanchal Prahari
5	निविदा दस्तावेज़ डाउनलोड /बिक्री आरंभ करने की तिथि Date of download of Tender Document/ Date of start of sale of Tender document	26.11.2020 11.00 AM
6	निविदा प्रपत्र ज़मा करने की आरंभिक तिथि/ Date of start of Bid Submission	26.11.2020 11.00 AM
7	निविदा दस्तावेज़ डाउनलोड/बंद करने की तिथि Last date of download of Tender Document	17.12.2020 4.00 PM
8	पूर्ण रूप से भरे हुए निविदा प्रपत्र ज़मा करने की अंतिम तिथि एवं समय Last date and time of submission of duly filled Tender (bidding) documents	17.12.2020 4.00 PM
9	पूर्ण रूप से भरे हुए निविदा प्रपत्र ज़मा करने का माध्यम/ Mode of submission of duly filled Tender (bidding) documents	Only through Speed Post or Registered Post in the Vidyalaya Office
10	पूर्ण रूप से भरे हुए निविदा प्रपत्र ज़मा करने का पता/ Address of submission of duly filled Tender (bidding) documents	THE PRINCIPAL KENDRIYA VIDYALAYA No.1 Tezpur Dekargaon, Solmara Cantt, Sonitpur Sonitpur, Assam-784501
11	निविदा प्रक्रिया /Bidding System	<b>Two Bid System (Technical Bid &amp; Financial Bid)</b>
12	निविदा की वैधता अवधि /Bid Validity Period	180 days from the last date
13	निविदा दस्तावेज़ का मूल्य / Price of Tender Document	Rs. 500/- (Rs. Five hundred only) -Non-refundable
14	धरोहर राशि/ Earnest Money Deposit (EMD)	Rs. 4,000/- (Rs. Four Thousand only) Refundable without Interest
15	धरोहर राशि ज़मा करने का माध्यम / Mode of submission of Price of Earnest Money Deposit	Offline : Demand Drafts (DD) Or Banker's Cheque for EMD in favour of <b>KENDRIYA VIDYALAYA NO. 1 TEZPUR VVN ACCOUNT</b> payable at UNION BANK OF INDIA, Tezpur
16	निविदा पूर्व मीटिंग की तिथि /Date of pre-Bid meeting	18.12.2020 10:00 AM (Proposed)
17	निविदा खोलने की तिथि, समय एवं स्थान /Date, time and place of opening of Bids	18.12.2020, 10:30 AM (Proposed) in the office of The Principal Kendriya Vidyalaya No.1 Tezpur (Assam)



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दिनांक : 26/11/2020

## Tender Document (Invitation of Bids)

**Sub: “Inviting sealed Bids for whitewash/painting in external walls, corridors, few rooms, doors etc of the building in Kendriya Vidyalaya No.1 Tezpur Assam (2020-21)”**

Sir/Madam,

1. 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 among others.

2. Sealed competitive Bids in Two Bid system are invited by the Principal, **Kendriya Vidyalaya, No.1 Tezpur, Assam**, for whitewash/painting in external walls, corridors, few rooms, doors etc of the building in Kendriya Vidyalaya No.1 Tezpur, Assam on such terms and conditions and technical specifications as set out in this Tender document from the **registered firms having valid license issued** by Government for the whitewash/painting in external walls, corridors, few rooms, doors etc of the building in Kendriya Vidyalaya No.1 Tezpur with the following brief description -

Brief Description of whitewash/painting	Amount of Bid Security (EMD) in Rs.	Payment
whitewash/painting in external walls, corridors, few rooms, doors etc of the building in Kendriya Vidyalaya No.1 Tezpur	Rs. 4,000/- (Refundable without any interest)	Demand Drafts (DD) Or Banker’s Cheque for EMD in favour of “ <b>KENDRIYA VIDYALAYA NO. 1 TEZPUR VVN ACCOUNT</b> ” payable at UNION BANK OF INDIA, Tezpur

3. Bidders shall ensure that their Bids, complete in all respect are to submitted through Speed Post/ Registered post only on or before the closing date and time as mentioned in the Tender document.

4. Telex or Facsimile Bids or Bids through E-Mail/ Courier/ by hand are not acceptable.

5. Each Bidder must submit only one Bid.

6. Bidder should not tamper/ modify the tender form including Price Bid template in any manner. In case the same is found to be tempered/ modified in any manner, tender will be summarily rejected.
7. Before formulating the bid and submitting the same to the Kendriya Vidyalaya, No.1 Tezpur, Assam, the bidder should read and examine all the terms and conditions, instructions, specifications etc. contained in this Tender document. Failure to provide and/or comply with the required information, instructions etc. incorporated in this Tender document, may result in rejection of the bid.
8. The Bidders shall bear all costs and expenditure incurred and/or to be incurred by it in connection with its tender including preparation and submission of its tender and for subsequent processing of the same. The Kendriya Vidyalaya, No.1 Tezpur, Assam, will, in no case be responsible or liable for any such cost, expenditure etc regardless of the conduct or outcome or cancellation of the tendering process.
9. It is imperative that each bidder fully acquaints himself/herself with all the local conditions and factors, which would have any effect on the performance/completion of the contract in all respects. Bidders would themselves be responsible for compliance with Rules, Regulations, Laws and Acts in force from time to time. On such matters, the Tender Inviting Authority/ KV No.1 Tezpur, Assam shall not entertain any request from the bidders.
10. The Principal Kendriya Vidyalaya, No.1 Tezpur, Assam reserves the right to accept or reject any or all Bids or cancel the Bidding process at any time without assigning any reasons prior to award the contract.
11. The Principal Kendriya Vidyalaya No.1 Tezpur, Assam also reserves the right to reject any bid (including the lowest one) which in his opinion is not responsive or violating any of the conditions/specifications or which is found to be adopting unethical business practices such as information/ certificates furnished are incorrect /False/ wrong or bogus; without bearing any liability or any loss whatsoever it may cause to the bidder in the process.
12. A Pre-Bid meeting will be held with the prospective Bidders for the purpose of holding technical & commercial discussions and providing clarifications by Kendriya Vidyalaya, No.1 Tezpur, Assam the prospective bidders should on their own cost and expenditure may attend the said meeting on the date and venue.
13. The bid shall remain valid for acceptance for a period of 180 days after the date of bid opening, prescribed in the bid document. Any bid valid for a shorter period shall be treated as unresponsive and rejected.
14. Conditional bids/Alternative Bids shall not be considered and will be out rightly rejected.

**Principal**  
**Kendriya Vidyalaya, No.1 Tezpur, Assam**

## **A. PREPARATION OF BIDS**

### **1. Documents comprising the Bid**

S.N.	Document/ Proforma	Remarks
1	Bid submission Form	
2	Duly filled Technical Bid proforma	
3	Self-attested copy of establishment of Firm/ agency	
4	Self-attested copy of GST Registration	
5	Self-attested copy of PAN card	
6	DD of required amounts as EMD	
7	Declaration by the Firm/agency in favor of signatory of Bidding documents	
8	Certificate of Non-Blacklisting	
9	Self-attested Copy of authorized firm for whitewash/painting	
10	Letter of authorization of representative to be present at the time of opening of Bids along with Self-attested Identity proof, address proof, Pan Card and a recent passport size coloured photograph of authorized representative	
11	Self attested copy of Income Tax return of last 03 years 2017-18 , 2018-19 & 2019-20	
12	Duly signed and stamped each page of Tender document	
13	Self-attested copies of all the relevant documents required	

#### **Note:-**

1. Please note that the prices should not be quoted in the Technical Bid.
2. Technical Bids received without required EMD or not fulfilling the prescribed criteria as stated above, or not submitted in the prescribed format shall be summarily rejected. KV No.1 Tezpur, Assam decision in this regard shall be final, conclusive and binding on all the Bidder(s) and shall not be questioned / challenged by the Bidder(s) and no further correspondence by the bidders for any clarification shall be entertained after the last date of submission of Bids in this regard.
3. Financial Bids of those bidders shall be opened whose Technical Bids are found correct and complete in all respects and satisfy the laid down conditions.

#### **1.1 (b) FINANCIAL BID :**

The bidder should submit the Financial Bid in the prescribed proforma for it, in a separate sealed envelope Marked as “FINANCIAL BID” and addressed to the Principal, Kendriya Vidyalaya, No.1 Tezpur, Assam.

#### **Note: -**

1. Please note that no document should be kept along with the financial Bid.
2. Financial Bids submitted in the format other than the prescribed format shall be summarily rejected and no correspondence whatsoever shall be entertained in this regard.
3. The authorized signatory of the bidder must sign the bid with date, duly stamped at appropriate place.
4. No condition shall be attached to the Financial Bid. Conditional bids shall be summarily rejected.

5. It is the responsibility of Bidder to go through the Bidding Document before quoting the rates.

6. Both the sealed envelopes of Technical Bid and Financial Bid must be put in a single another sealed envelope and should be marked as “Bids for whitewash/painting” addressed to the Principal, Kendriya Vidyalaya, No.1 Tezpur, Assam 784501.

7. A Tender Opening Committee shall open the Technical Bids first. Financial Bids of only those bidders who qualify in the technical bids will be opened thereafter.

## **2. BID VALIDITY**

1. Bid shall remain valid for acceptance for a period of 180 days after the date of bid opening, prescribed in the bid document. Any bid valid for a shorter period shall be treated as unresponsive and rejected.

2. In exceptional circumstances, KV, No.1 Tezpur, Assam may request the bidders' consent to extend the validity of their bids up to a specified period. The bidders, who agree to extend the bid validity period are to extend the same in writing. However, they will not be permitted to modify their original bids during the extended bid validity period.

3. In case, the day up to which the bids are to remain valid falls on a holiday or on a day declared as holiday or closed day for the KV No.1 Tezpur, Assam, the bid validity shall automatically be extended up to the next working day.

## **3. BID SECURITY/EARNEST MONEY DEPOSIT(EMD)**

1. The Bidder shall furnish Demand Draft of Rs. **4,000/- (Rs. Four Thousand only)** (Refundable without any interest) as Bid security(EMD) in favour of “**KENDRIYA VIDYALAYA NO. 1 TEZPUR VVN ACCOUNT**” payable at UNION BANK OF INDIA, Tezpur

2. This Demand Draft should be submitted with Technical Bid.

3. In case, as per notification of Government of India, the Bidder falls in the category of exemption of Bid Security, it should furnish the relevant notification along with required documents.

4. The Bid Security shall be valid for a period of forty-five (45) days beyond the validity period of the Bid and shall be valid for 90 days from the date of opening of the Bid.

5. The Earnest Money Deposit (EMD) shall be returned (without any interest) to the unsuccessful bidders after the award of the contract

6. The Bid Security (EMD) is required to protect the KV No.1 Tezpur, Assam against the risk of the bidder's unwarranted conduct. Earnest Money Deposit of a bidder will be forfeited, if the bidder withdraws or amends its tender or impairs or derogates from the tender in any respect within the period of validity of its tender or if it comes to notice that the information/documents furnished in its tender is incorrect, false, misleading or forged in any manner.

7. Non submission of Bid Security of the amount as required and as in the form of separate Demand Drafts will be considered as major deviation and Bid shall be summarily rejected.

## **4. QUOTED PRICE**

1. The rates are to be quoted in the currency of Indian Rupees and should be F.O.R. at Kendriya Vidyalaya No.1 Tezpur, Assam inclusive of all taxes, GST etc. as applicable and inclusive of all charges of Installation, transportation, Insurance, packing & forwarding, loading/ unloading, excise duty (if any), levied Taxes from time to time and local costs incidental to Whitewash/Painting etc, and any other imposition whatever liable in respect of the supplies freight etc.

2. It is to be made very clear that Kendriya Vidyalaya No.1 Tezpur, Assam shall not be liable to pay any Tax, freight etc which has not been expressly stipulated in the quotation in the event of acceptance of the quotation.

3. The rate quoted shall be exactly up to two places of decimal without any rounding off at any place including decimal places and without omitting/neglecting any digit up to two places of decimal.

4. The rate quoted shall be fixed for the duration of the contract and shall not be subject to any adjustment except the statutory provisions, if amended.
5. The responsibility of mentioning correct rate lies with the firm/ Bidder.
6. The rates quoted by the contractor shall hold good for about **One year** from the date of award of contract. Thereafter, the contract may be extended for further maximum period of another one year on the same rates basis on mutual consent depending on the performance of the supplier/s without changing in terms and conditions of contract.
7. Cost of tender form of **Rs.500/- (Rs. Five Hundred only) (non-refundable)** should be submitted along with the Tender in the form of Demand Draft/Pay order RTGS/NEFT/Bank Transfer in favour of **“KENDRIYA VIDYALAYA NO.1 TEZPUR VVN ACCOUNT”** payable at **UNION BANK OF INDIA, Tezpur**. Details of Vidyalaya Account are as follows: - **“KENDRIYA VIDYALAYA NO.1 TEZPUR VVN ACCOUNT”, Account No. 54650205000027, IFSC Code - UBIN0554651 Union Bank of India, TEZPUR (ASSAM).**  
**A proof of submitting cost of tender in the bank through RTGS/NEFT/Bank Transfer must be attached with the quotation/tender.**
8. The Bidder shall deposit **Rs. 4,000/- (Rs. Five Thousand only)** in the form of Demand Draft/ Pay Order/RTGS/NEFT/Bank Transfer in favour of **“KENDRIYA VIDYALAYA NO.1 TEZPUR VVN ACCOUNT”** payable at **UNION BANK OF INDIA, Tezpur** as **Earnest Money Deposit (EMD)** along with the Bid. The Earnest Money Deposit (EMD) shall be returned (without any interest) to the unsuccessful bidders after the award of the contract. Details of Vidyalaya Account are as follows: - **“KENDRIYA VIDYALAYA NO.1 TEZPUR VVN ACCOUNT” , Account No. 54650205000027, IFSC Code - UBIN0554651 Union Bank of India, TEZPUR (ASSAM).**

**A proof of submitting EMD in bank through RTGS/NEFT/Bank Transfer must be attached with the quotation/tender.**

#### **5. Discrepancies in Quoted Prices**

1. If, in the price structure quoted by a bidder, there is discrepancy between the unit price and the total price, the unit price shall prevail and the total price corrected accordingly, unless the KV No.1 Tezpur, Assam feels that the bidder has made a mistake in placing the decimal point in the unit price, in which case the total price as quoted shall prevail over the unit price and the unit price corrected accordingly.
2. If there is an error in a total price, which has been worked out through addition and/or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected.
3. If there is a discrepancy between the amount in words and figures, the amount in words shall prevail.
4. If at any stage of evaluation of Bid it is found that in the quoted rates, any digit has been rounded off or any digit has been omitted or neglected including two places of decimal by the Bidder, the Bid evaluation committee reserves the right either to consider correct calculated price up to two places of decimal or to reject such Bid.

#### **6. Work completion period and terms & conditions of work**

1. The successful Bidder shall ensure the completion of work within 30 (Thirty) days from the date of the Supply order as per the terms and conditions of delivery specified in this tender document.
2. Before giving work order for whole work to the successful bidder, he may be asked to show the sample whitewash/painting of around 20 sq meter of wall. If the committee made for supervision of this work approves the work on their full satisfaction, then the work order will be placed for whole work.
3. KV No.1 Tezpur, Assam reserves the right to disqualify the bidder for a suitable period who fails to complete the said work in the stipulated time.

## B. SUBMISSION OF BIDS

### 7. Submission of Bids

1. Sealed Bids can be submitted through **Registered/Speed Post only** super scribed on the envelopes “ **Bids for whitewash/Painting**” on or before **17.12.2020 by 04.00 PM** and should be addressed to the Principal, Kendriya Vidyalaya, No.1 Tezpur, Assam-784501
2. In case, if the last date of submission of Bids happens to be declared Holiday for KV No.1 Tezpur, Assam, then the Bids will be submitted on the next working day. Other terms & conditions and time schedule will remain unchanged.
3. No Tender/Bid shall be accepted after stipulated date & time.
4. KV No.1 Tezpur, Assam, at its discretion, may extend the deadline for submission of bids by amending the bid document. In that case, all rights and obligations of the KV No.1 Tezpur, Assam and the bidders would automatically stand extended.
5. Submission of more than one bid by the same bidder shall entail him/her for disqualification from participating in the bid process.

## C. OPENING OF BIDS

### 8. Opening of bids

1. The KV No.1 Tezpur, Assam will open the bids on **18.12.2020 at 10:30 AM** in the office of Principal KV No.1 Tezpur, Assam. If any further change in the venue / date/ time of bid opening is made, due to administrative reasons the same will be communicated to the Bidders telephonically/ through e-mail.
2. In case the specified date of bid opening falls on a holiday or is declared a holiday or closed day for the KV No.1 Tezpur, Assam, the bids will be opened at the scheduled time and place on the next working day.
3. Authorized representatives of the bidders, who have submitted bids on time may attend the bid opening provided they bring with them letters of authority from the corresponding bidders.
4. **Technical Bids** will be opened in the first instance, at the prescribed date and time. These bids shall be scrutinized and evaluated by the KV No.1 Tezpur, Assam with reference to parameters prescribed in the Bid Document.
5. **Financial Bids** of only the technically acceptable bids shall be opened for further scrutiny and evaluation.

## D. SCRUTINY AND EVALUATION OF BIDS

### 9. Scrutiny of Bids

#### (a) Basic Principle

Bids will be evaluated on the basis of the terms & conditions already incorporated in the tender document, based on which tenders have been received and the terms, conditions etc. No new condition will be brought in while scrutinizing and evaluating the tenders.

#### (b) Scrutiny of Bids/Tenders

1. The KV No.1 Tezpur, Assam will examine the Bids/Tenders to determine –
  - (a) Whether they are complete,
  - (b) Whether any computational errors have been made or not
  - (c) Whether required sureties have been furnished
  - (d) Whether the Tender documents have been properly signed stamped, and
  - (e) Whether the Bids/ Tenders are generally in order.

#### (c) Qualification Criteria

Bids of the Bidders, who do not meet the required Qualification Criteria as mentioned in Tender document, will be treated as non - responsive and will not be considered further.



## **10. Evaluation of Bids**

The indenter will evaluate and compare the Bids determined to be substantially responsive i.e. which are properly signed with date and sealed/stamped, and conform to the terms & conditions in the following manner:

### **(a) Non-Responsive Bids/ Tenders**

The following are some of the important aspects, for which a Bid/ Tender shall be declared non-responsive and will be summarily ignored;

1. Not meeting the Qualifying Criteria
2. Non-furnishing the declaration regarding penalty/blacklisting etc.
3. DD of required amounts of EMD not enclosed
4. All pages of Tender document are not signed and stamped.
5. Bid/ Tender validity is shorter than the required period
6. Bidder has not agreed to other essential condition(s) specially incorporated in the tender enquiry like terms of payment, liquidated damages clause, warranty clause, dispute resolution mechanism applicable law.
7. Poor/ unsatisfactory past performance.
8. Bidder has submitted the conditional Bid.
9. Bidder has not submitted the self-attested copies of any/ all of the following establishment of the firm/ PAN card/ GST registration number/ Income Tax return of last three years/certificate of authorized firm of the quoted whitewash/Painting work along with relevant documents like technical data, literature, drawing etc.

**(b)** Bid will be treated non responsive if the attached documents are not legible, invalid or tempered or forged in any way and will be summarily rejected.

### **Important Note:**

1. उक्त सभी शर्तों को पूर्ण करना आवश्यक है। उक्त सभी/ कुछ शर्तों में विद्यालय के प्राचार्य/ कमेटी के द्वारा छूट प्रदान की जा सकती है।

## **E. AWARD OF CONTRACT**

### **11. Comparison of Bids and Award Criteria**

The Contract shall be awarded to the responsive Bidder(s) who has quoted the lowest rates and meets the laid down Qualification Criteria in the Bid documents as well. This means that award criteria will be based on the least cost, which would be total payout including all Taxes, duties, levies and all charges as applicable.

### **12. The Principal KV No.1 Tezpur, Assam Right to accept any Bid/ Tender and to reject any or all Bids/ Tenders**

**1. The Principal KV No.1 Tezpur, Assam reserves the right to accept any Bid/ Tender or reject any or more Bids/Tender(s) or to cancel the Bidding/Tendering process and reject all Bids/ Tenders without assigning any reason at any time prior to award of contract, without incurring any liability, whatsoever to the affected bidder.**

2. The Principal KV No.1 Tezpur, Assam also reserves the right to reject any bid (including the lowest one) which in his opinion is not responsive or violating any of the conditions/specifications or which is found to be adopting unethical business practices without bearing any liability or any loss whatsoever it may cause to the bidder in the process.

### **13. Award of Contract**

1. Technical bids will be evaluated as per eligibility criteria as mentioned in this Tender document.

2. No bidding company/firm/ agency will be allowed to withdraw its bids. If any company/firm/agency intends to withdraw after opening of Technical Bids, it's Bid security (EMD) will be forfeited.

3. If the Technical Bid is not qualified, Bid shall be summarily rejected and its financial bid shall not be opened. Financial bid of only those bidders shall be opened, who qualify in the Technical Bid.

4. The successful bidder will be the one who emerges L1 out of responsive bids after opening of Financial Bids. Basis of ranking will be the least cost, which would be total rate quoted in the Financial Bid.

5. In case, the two or more firms offer the same rates, successful bidders will be the one whose average turnover during the last three financial years i.e 2017-18, 2018-19 & 2019-20, is higher than the other competitor (s) and even if it becomes a tie again in the rates quoted, the firm having longest period experience of whitewash/painting of similar nature in any Central Govt./ State Govt. department/ Autonomous bodies/ Banks/ PSUs shall be given preference.

#### **14. Notification of Award/ Issue of Contract/ Supply order**

1. The bidder whose bid has been accepted will be notified of the award by the KV No.1 Tezpur, Assam prior to the expiry of the bid validity period.

2. The KV No.1 Tezpur, Assam reserve the right to issue the Notification of Award consignee wise.

**(BIDDING FORMS)**  
**(A) BID SUBMISSION FORM**

Date :-----

To,  
The Principal  
Kendriya Vidyalaya, No.1 Tezpur  
Sonitpur, Assam 784501

**Ref : Your Tender Document No. -----dated : -----**

Sir,

We, the undersigned have thoroughly examined the above mentioned Tender/Bidding Document, including amendment/corrigendum (if any), the receipt of which is being hereby confirmed. We now offer to perform the whitewash/painting as per your schedule of requirements and as per Technical Specifications in conformity with your above referred document for the sum as shown in the price schedule(s), attached herewith and made part of this Bid. We also declare that-

1. We agree to keep our tender valid for acceptance as required in this tender document or for subsequently extended period, if any, agreed to by us. We also accordingly confirm to abide by this tender up to the aforesaid period and this tender may be accepted any time before the expiry of the aforesaid period. We further confirm that, until a formal contract is executed, this tender read with your written acceptance thereof within the aforesaid period shall constitute a binding contract for us.
2. We agree to abide by all terms and conditions mentioned in this Tender document.
3. We further understand that you are not bound to accept the lowest or any Bid you may receive against your above referred tender enquiry.
4. We confirm that there is no case pending with the police or any other investigating agency (ies) against the proprietor/firm/partner or the company.
5. We confirm that we are competent to execute contract and our company/ Firm/agency do not stand deregistered/ banned/ blacklisted by any Central Government Department/ State Govt/Autonomous Body/ PSUs/ Banks, etc.
6. We confirm that we fully agreed to all the terms and conditions specified in this tender document including amendment, corrigendum, if any.

**(Signature with date & Seal of the Firm/Agency)**

**(Name and designation) -----**

**Duly authorized to sign tender for and on behalf of -----**

**N.B. :- This Bid submission form should be enclosed with Technical Bid.**

**(BIDDING FORMS)**

**(B) TECHNICAL BID PROFORMA**

S.N.	Particulars	To be filled by the Bidder
1	Name of the Firm/Agency	
2	Office address of the Firm/Agency with office telephone number	
3	E-mail address of the Firm/Agency and mobile number of authorized person	
4	Date of registration of establishment of the Firm/Agency (Self-attested copy to be enclosed)	
5	GST Registration number (Self-attested copy to be enclosed)	
6	PAN Number (Self-attested copy PAN No. to be enclosed)	
7	Demand Draft of the required EMD (Give details with proof)	
8	Declaration by the Firm/agency in favour of signatory of Bidding documents	
9	Certificate of Non-Blacklisting of Firm/agency	
10	Self-attested Copy of authorized Dealer/sub-dealer/Agent/ Retailer/ Certificate of whitewash/painting	
11	Letter of authorization of representative to be present at the time of opening of Bids along with Self-attested Identity proof, address proof, Pan Card and a recent passport size coloured photograph of authorized representative	
12	Self attested copy of Income Tax return of last 03 years 2017-18 , 2018-19 & 2019-20	
13	Duly signed and stamped each page of Tender document	
14	Self-attested copies of all the relevant documents required	

**(BIDDING FORMS)**

**(C) (Declaration Form)**

**DECLARATION**

1. I, -----Son/Daughter/Wife of Shri-----  
-----Proprietor/ Director/ Partner/Authorized signatory of the Firm/ Agency mentioned above, is competent to sign this declaration and execute this tender document;
2. I have carefully read and understood all the terms and conditions of this tender and hereby convey my acceptance of the same and also undertake to abide by them.
3. The information/documents furnished along with the above application are true and authentic to the best of my knowledge and belief. I / we, am / are well aware of the fact that furnishing of any false information / fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.
4. I hereby undertake to supply and deliver the supporting material at own cost & expenditure to KV No.1 Tezpur, Assam at **L1** rates as per the terms and conditions given in the tender documents.

**Signature of authorized person**

**(Name, designation and seal)**

**Date:.....**

**Place: .....**

Mobile /Telephone No.....

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N.B. : The above declaration duly signed and sealed by the authorized signatory of the Firm/Agency, should be enclosed with the Technical Bid.

**(BIDDING FORMS)**

**(D) (Non-Blacklisting / Non Debarring/Non Cancellation of services Form)**

**CERTIFICATE OF NON-BLACKLISTING**

1. I, -----Son/Daughter/Wife of Shri-----  
-----Proprietor/ Director/ Partner/Authorized signatory of the Firm/ Agency mentioned above, certify that my company/Firm/ Agency **has not been blacklisted / debarred/ our services have not been cancelled on any account** by any Central Government Department/ State Govt/ Autonomous Body/ PSUs/ Banks, etc.
2. I / we, am / are well aware of the fact that furnishing of any false certificate/ information /fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.

**Signature of authorized person**

**(Name, designation and seal)**

**Date:** .....

**Place:** .....

Mobile /Telephone No.....

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N.B. : The above certificate of Non-Blacklisting duly signed and sealed by the authorized signatory of the Firm/Agency should be enclosed with the Technical Bid.

**(BIDDING FORMS)**

**(E) (Manufacturer's/ Distributor/ Dealer/Sub dealer/ Agent Authorization Form)**

To,  
The Principal  
Kendriya Vidyalaya, No.1 Tezpur  
Near 13 Assam Police Battalion, Lilabari  
No.1 Tezpur, Assam-784501

Date: -----

**Ref : Your Tender Document No. -----dated : -----**

Sir,  
Ref: Your Bidding Reference No. ----- dated: -----  
We, -----who are proven and  
reputed Manufacturers/authorized distributors/Dealers/Sub dealers of -----  
----- (name and description of the whitewash/painting offered in  
the Bid) having factories /office at -----, hereby authorize M/s-  
----- (name and address of the agent) to submit a Bid,  
process the same further and enter into a contract with you against your requirement as  
contained in the above referred Bidding Documents for the above work done by us.

Yours faithfully

\_\_\_\_\_  
\_\_\_\_\_

[Signature with date, name and Designation] for and on  
behalf of Messrs \_\_\_\_\_

[Name & address of the manufacturers/Distributor/ Dealer/sub dealer/ authorized Agent]

Mobile /Telephone No.....

N.B. : 1. This letter of authorization should be on the letter head of the manufacturing firm/Distributor/ Dealer/ Sub dealer/ Authorized agent and should be signed by a person competent and having the power of attorney to legally bind the manufacturer.

2. Original letter may be enclosed.

**(BIDDING FORMS)**

**(F) (NEFT MANDATE Form)**

From M/s -----

Date :-----

To,  
Principal  
Kendriya Vidyalaya, No.1 Tezpur  
Near 13 Assam Police Battalion, Lilabari  
No.1 Tezpur, Assam-784501

The

**Sub : NEFT Payment**

**Ref : Your Tender Document No. -----dated : -----**

Dear Sir,  
For remittance of our payments using RBI's NEFT scheme, our payments may be made through the above scheme to our under noted account.

NATIONAL ELECTRONIC FUNDS TRANSFER MANDATAE FORM

S. No.	Information required for NEFT/RTGS	Correct Information related to Bank Account of Bidder	Remarks (If any)
1	Name of City		
2	Bank Code No.		
3	Bank 's name		
4	Bank's Branch Address		
5	Branch Telephone /E-mail		
6	Supplier's Account No.		
7	Type of Account		
8	IFSC code for NEFT		
9	IFSC code for RTGS		
10	Supplier's name as per Account		
11	Telephone no./ Mobile No. of supplier		
12	Supplier's E-mail ID		

**(BIDDING FORMS)**



**(G) (Format for Financial Bid/ Price Schedule in Indian Rupees)**

Note:

1. All Painting work will be done with branded items as ordered as per tender document.
2. Payment will be done in the name of firm within fifteen days on receiving of bill or it may get delay due to shortage of funds and will be made as soon as funds are received.
3. Rates quoted should be F.O.R KV No.1 Tezpur (Assam) including all freight charges, Installation Charges, taxes and levies, GST etc. KV No.1 Tezpur (Assam) will not be liable to pay any kind of separate freight charges, Installation Charges, taxes, levies etc.
4. TDS will be deducted on payment as per existing Income Tax Rules.

Signature of Bidder/ authorized person-----

Name, designation -----

Seal of the Bidder-----

Date:.....

Business Address -----

Place: .....

Mobile /Telephone No.....

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**LETTER OF AUTHORIZATION FOR ATTENDING BID OPENING**

Tender No.:

To

**The Principal**

**Kendriya Vidyalaya No.1 Tezpur, Assam**

Sir/ Madam,

**Subject: Authorization for attending bid opening on \_\_\_\_\_ (Date) in the Tender for supply of whitewash/Painting at KENDRIYA VIDYALAYA No.1 Tezpur, Assam-**

(Tender No.:

Date:

Following persons are here by authorized to attend the bid opening for the tender mentioned above on behalf of \_\_\_\_\_ (Bidder) in order of preference given below.

Order of Preference Name Specimen Signature

1.

2

Sign of Officer authorized to sign the bid Documents on behalf of the bidder.

**Note:**

1. Only one representative shall be allowed.
2. Permission for entry to the hall where bids are opened may be refused in case authorization as prescribed above is not produced.

## KENDRIYA VIDYALAYA NO. 1 TEZPUR

### Tender for Painting & Whitewashing

Sl. No.	Details of Work	Approximate area	Key Features	Rate including all taxes		
				Asian Paints	Berger Paints	Nerolac Paints
01	02	03	04	05	06	07
01	Rate for 01 coat primer and 01 coat weatherproof paint on outside walls.	1500 sq meter	Per Sq. Meter			
02	Rate for 02 coat primer and 02 coat weatherproof paint on outside walls.		Per Sq. Meter			
03	Rate for 01 coat primer and 01 coat distemper on inner walls	2000 sq meter	Per Sq. Meter			
04	Rate for 01 coat primer and 02 coat distemper on inner walls		Per Sq. Meter			
05	Rate for Whitewash on boundary wall. (01 Coat)	1000 sq Meter	Per Sq. Meter			
06	Rate for Cement Paint on Boundary Wall (01 Coat)		Per Sq. Meter			
07	Rate for 01 coat primer and 01 coat best quality Asian/Nerolac/Berger (impression) plastic paint on room walls	100 sq meter	Per Sq. Meter			
08	Rate for 01 coat Enamel paint on doors and grills	100 sq meter	Per Sq. Meter			
09	Rate for putty cutting (up to finishing coat)	As per requirement	Per Sq. Meter			

#### Conditions:

- i) Rate should be up to the finishing coat for all the above-mentioned works. All painting items should be verified by the committee members before using the same, none of the item should be of expiry date
- ii) The Firm should depute the labour of good reputation and whose doesn't have any criminal history. For any theft cases /undesirable conditions, the concerned firm will solely be held responsible for that.
- iii) The surface area to be painted as described in column 03 is **purely approximate. It may increase or decrease as per the exact measurement and requirement.** Firm May visit the site by taking prior permission on any working day.
- iv) **Rates to be Quoted including all taxes, charges, GST, etc.**

Signature of Bidder/ authorized person-----

Name, designation-----

Seal of the Bidder -----