

**KENDRIYA VIDYALAYA SANGATHAN
REGIONAL OFFICE SILCHAR**

Ref. No. F.19048/Sports/2017/KVS (SIL)/

Dated_____

**TENDER INVITATION FOR THE SUPPLY OF SPORTS ARTICLES
(TERMS AND CONDITIONS)**

1. Sealed quotations for the supply of Sports Articles as given in Annexure-I are invited from registered firms/manufacturers/dealers in Kendriya Vidyalaya Silchar, Opposite Doordarshan Kendra, Chandmari Road, Tarapur, Silchar, Assam PIN-788003 (hereafter "Purchaser"). The tenders may be submitted up to 2.00 P.M. on 27.07.2017 in the sealed cover marked as "Sealed Quotations for Supply of Sports articles" as per enclosed list and not by the name. The quotations will be opened in the office of the Principal Kendriya Vidyalaya Silchar at 3.00 p.m. on 27.07.2017. However, in case the date of opening is declared a Government holiday, the Tenders will be opened on next following working day at scheduled time 3.00 p.m.
2. The quotations shall be submitted according to the terms and conditions specified in paragraphs 1 to 21 herein unless specified otherwise in the quotations, it shall be construed that the terms and conditions stipulated hereunder have been agreed to.
3. The rates should be F.O.R and should include transportation cost, excise duty, freight and any other rates or imposition whatever liable in respect of supplies, freight etc. GST as applicable at specified rates must be expressly stipulated in the quotation. Only in the event of acceptance of quotation, supply order will be issued to the "Firm". The responsibility of mentioning correct rates lies with the Firm/tenderer.
4. There should not be any over writing or correction in the quotation. If a figure is to be amended it should be neatly scored out, the revised figure should be written above and the same should be attested with full signature by the same signatory, who signed the quotations. In the absence of the attested corrections the quotations are liable to be rejected.
5. The Purchase Committee constituted on behalf of purchaser does not bind itself to accept the lowest quotation and reserves the right to accept the quotations in whole or in part, with respect to all the articles mentioned in the attached statement or in respect of any one or more than one article specified in the attached statement.
6. The Firm/Persons whose quotation is submitted/accepted, hereinafter called the contractor, shall deposit an earnest money of Rs.25, 000/- (Rupees twenty five thousand only) along with the quotations. The same will be refunded in the event of rejection of quotations. The earnest money will be forfeited in the event of failure to comply with the contract. In the event of acceptance of quotation, the earnest money will be adjusted towards Security Deposit/ Performance Security which shall be payable @ 5% of the approximate total cost. **The quotations without earnest money deposit, whatsoever, will not be accepted in accordance with Article 180 of the Accounts Code of KVS.**

Cont'd P/2

7. The applicant bidder must have sound financial health and carrying a turnover of at least Rs.20.00 lacs for past 2/3 years and solvency certificate of Rs.10.00 lacs from the bankers. The firms should never have been black listed by any Government/Private organization as on date. The same needs to be submitted on an Affidavit duly notarized.
8. On acceptance of quotation, it will become a contract and the contractor shall be bound by the terms and conditions of the quotation. If the contractor fails to supply the article/provide services within the time stipulated in the letter of acceptance by the "Purchaser", the "Purchaser" shall be at liberty to purchase the articles from the market or get the rest of contract completed by any other person(s) 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 Purchaser, the contractor shall be liable to pay this difference amount as well.
9. The quantity of articles indicated may be increased or decreased at the discretion of the purchaser without assigning any reason.
10. **Rates should be quoted with the Samples which are to be displayed by the Firms on 27.07.2017** before the Purchase Committee. Rates quoted without samples are liable to be rejected. Rates of all the items should be quoted in totality; partially submitted rates may not be accepted. Samples of all the items have to be left behind in the School at least for one week. Rejected samples may be collected back after one week. The decision of the Purchase Committee will be final and binding.
11. The copy of OEM/Dealership of the brand be enclosed with the Tender form. As such, the firm selected for supplying the sports articles, the same will be required to furnish proof along with the bills to the effect of purchasing the said brand articles from the dealer/OEM during the period of contract in currency viz. delivery challan etc. in order to ensure the genuineness of the branded supply.
12. In the event of acceptance of quotation and placing the order for purchase, the article would be subjected to inspection by the Purchaser/ Committee/ representative and are liable to be rejected if the articles supplied are not according to the approved samples or do not confirm to the specification prescribed.
13. The rates quoted by the contractor shall hold good up to **one year**. No amendment in the rates except increase in the rates of GST/Taxes as applicable during the period of execution of the contract will be accepted.
14. A copy of the GST certificate and Income Tax clearance certificate/ Service Tax etc. is required to be submitted along with the quotation. The quotations of unregistered firm are liable to be rejected.
15. These instructions to the Tenderers are to be signed by the contractor and returned with the tender.
16. Sealed envelopes will be opened on 27.07.2017 at 3.00 p.m. in the office of the Purchaser. The bidders or their authorized agent may also remain present at the scheduled time of opening tenders. Further decision regarding supply will be taken by the Purchase Committee after Inspection of articles and decision of the committee shall be final. If the tender is accepted, the payment of bills as per approved rates of the articles will be made by Account payee cheque only.
17. Income Tax will be deducted as per Income Tax Act and Rules.

18. Contractor/Tenderer will have to supply the article within **20 days** of issue of supply order or as specified therein. The items will have to be packed event wise and venue wise separately. The delivery of the packet containing the items will be at the specified venue which will be intimated at the time of placing the order.

19. UNRESPONSIVE TENDERS

The following kind of tenders will be treated as “unresponsive tenders”:-

i) Not meeting the qualifying criteria i.e. carrying required financial/solvency status, registered with the appropriate authority for carrying out the described work, furnishing the declaration regarding black listing on Stamp Paper etc.

ii) Tenders not enclosed with the required Demand Draft of required fee and amount of Rs.200/- if applied on downloaded document.

iii) Rates quoted without displaying the samples as stated in Para 10

iv) Unsigned Tender document/terms and conditions/pricing bid document

v) The tenderer not agreeing to any terms and conditions so listed.

20. The Purchaser does not bind himself to accept the lowest quotation and reserves the right to accept the quotations in whole or part, i.e. with respect to all the articles mentioned in the attached statement or in respect of any one or more than one article specified in the attached statement as may be decided. Accordingly, **the Purchaser reserves the right to reject any or all tenders without assigning any reason thereof, either in full or in part.**

21. AWARD OF CONTRACT

a) The Purchaser will award the contract to the contractor/bidder whose quotation has been determined to be substantially responsive, satisfactory and reasonable price.

b) The bidder whose bid is accepted will be notified of the award of contract by the office prior to expiry of the quotation validity period.

c) The notification of award to clearly specify any change in the unit price or any other terms, conditions accepted.

d) Normal commercial warranty/ guarantee shall be applicable to the supplied goods.

e) Payment 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 quotation and to cancel the bidding process and reject all quotations at any time prior to the contract.

The terms and conditions as stated above are accepted.

Tenderer Seal & Signature_____

Station_____

Date_____

CHECKLIST OF ENCLOSURES WITH TENDER DOCUMENT

1. Samples of the items along with rate for each item separately
2. A Demand Draft of Rs.25, 000/- for EMD and Rs.200/- towards Tender fee, if applied on downloaded document.
3. Copy of the Balance sheet of the firm for last 02(two) years.
4. Solvency certificate from the bankers for Rs. 10.00 lac issued any time during current financial year.
5. List of similar type of works executed by the firm so far, specially with KVS. Enclose copies of supply orders, if any.
6. Terms and conditions from 1 to 21 above duly signed in token of accepting them all unconditionally.
7. An affidavit on Non-Judicial Stamp Paper of Rs.100/- duly notarized will have to be submitted by the firm declaring that the firm has never been blacklisted by any Government/Private organization/Institution/Department.
8. Latest IT returns of the firm/GST/Taxes as applicable clearance certificate for the last two years.
A copy of the GST Registration/ TIN certificate should also be enclosed along with the quotation.
9. Concerned OEM/dealership certificate for applied articles.
10. Pre Contract Integrity Pact in the prescribed format enclosed with tender.
11. Any other document required by the text inside the document

Strike out whichever is not applicable.

Signature of the Bidder with date & Seal of the firm

LIST OF ITEMS/QUOTATION FOR SUPPLY OF SPORTS ARTICLES

Sl.No.	Name of the Item	Specificaions/ Brands	Rates per unit(In Rupees)		
			Per Unit/Pkt/Pair	GST	Total with Tax
1.	TRACK SUIT				
2. PLAYING KITS					
A	Athletics – Vest & Short				
B	Athletics –T-Shirt & Short (Half Sleeve)				
C	Badminton- T-Shirt (Half Sleeve) & Short				
D	Chess – T-Shirt (Half sleeve) & Short				
E	Cricket (White) T-Shirt (Half sleeve) & Trouser				
F	Football –T Shirt (Half sleeve) & Short with No. rubber Printing 2 to 17				
G	Football goal keeper Kit, which include T-Shirt (Full Sleeve), Short, Pair of Goal Keeper Glove, Pair of Kneecap with Pad, with No. rubber Printing 1& 18				
H	Football Stoking , (Sky Blue with white slave)				
I	Football Shin Guard				
J	Kho-Kho – T-Shirt (Half sleeve) & Short with No. rubber Printing No. 1 to 12				
K	Lawn Tennis – T-Shirt (Half sleeve) & Short				
L	Rope Skipping Skin Suit Joint with T-				

	Shirt& Short				
M	Rope Skipping - T-Shirt (Half sleeve) & Short				
N	Kabaddi T-Shirt (Half sleeve) & Short				
O	Swimming (Girls)- T-Shirt (Half sleeve) & Short				
P	Skating T-Shirt (Half sleeve) & Short				
Q	Skating Skin Suit Joint with T-Shirt& Short				
R	Skating, Head Guard				
S	Swimming Costume women's Goggles & Cap				
T	Swimming Costume men's Goggles & Cap				
U	Table Tennis – T-Shirt (Half sleeve) & Short				
V	Taekwondo T-Shirt (Half sleeve) & Short				
W	Taekwondo Gee				
X	Volley Ball – T-Shirt (Half Sleeve) & Short with No. rubber Printing No. 1 to 12				
Y	T-Shirt & Shorts Half Sleeve for Coaches & Escort				
Z	Skin Suit Joint with T-Shirt& Short(Boys)				
ZA	Skin Suit Joint with T-Shirt& Short(Girls)				
ZB	Yoga - T-Shirt (Half sleeve) & Short				
ZC	Kabaddi - T-Shirt (Half sleeve) & Short				
3.	ANKLETS				

4. KNEE CAP					
A	With Pad				
B	Without Pad				
5. Socks (Normal)					
6. Shoes					
A	Athletics Running Spikes				
B	Badminton Shoes				
C	Cricket Shoes				
D	Football Shoes				
E	Lawn Tennis Shoes				
F	Table Tennis Shoes				
G	Sports warm-up Shoes				
H	Skating Shoes				
7. TAEKWONDO KIT					
A	Taekwondo Head Gear (Size 0 to 3)				
B	Taekwondo Chest Guard (Size 0 to 3)				
C	Taekwondo Shin Guard (Size 0 to 3)				
D	Taekwondo Elbow Guard(Size 0 to 3)				
8. Boxing Kit					
A	Boxing Vest & Boxing Short				
B	Boxing Glove				
C	Boxing Wrist Bandage				
D	Gum Guard				
9. Skating Kit					
A	Skating Shoe				
B	Head Gere				
C	Elbow Guard				
D	Knee Guard				
E	Hand Glove				
10. Archery Kit					
A	Archery Short Bracer (Girl)				
B	Archery Glove Protection				
C	Archery Arm Guard				

All the terms and conditions mentioned in the Tender form are accepted by me/us and I/we agree to supply the above goods in accordance with the specifications for the above mentioned unit price shown against the items for which quotations have been submitted along with samples, within the period specified in the invitation of quotations. We also confirm that normal commercial warranty/guaranty shall apply to the offered goods. Bid security of Rs.25, 000/- (Rupees twenty five thousand only) is furnished herewith vide Bank Draft No. _____ dated _____

Signature of the Bidder with date & Seal of the Firm

**KENDRIYA VIDYALAYA SILCHAR
TARAPUR: SILCHAR -788003**

F.19048/Sports/2017/KVS (SIL)/

Dated: - _____

To

M/s _____

Sub: - Tender Document for purchase of Sports kits etc. - reg.

Dear Sir,

The Tender Documents comprising of Tender Notice (Published in news paper Times of India (Delhi Edition)/ Purvodyaya (Guwahati Edition-Hindi)/Dainik Jagran(Hindi) on 12.07.2017, terms & conditions of the Tender along with check list and form for submission of tender as Annexure-I (List of items) are enclosed herewith.

Kindly acknowledge.

Yours faithfully,

PRINCIPAL
KENDRIYA VIDYALAYA
SILCHAR

Encl: - 1. Terms & conditions of the tender - 03 pages
2. Check List - 01 page
3. Format for submission of Tender - 03 pages
4. Short Tender Notice Published in news paper