

केन्द्रीय विद्यालय नं. 1, कोटा  
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के.मा.शि.बो. विद्यालय नं. 14166  
के.मा.शि.बो. मान्यता सं. 1700016



KENDRIYA VIDYALAYA NO.1, KOTA  
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फा. / 2023/के.वि.1कोटा/

दिनांक: -08-2023

To,

Sub: - Invitation of Quotations/Tender for TENT ITEMS (Dining table, chairs, VIP Chairs, Cots, Sofas etc) for Cluster level Rastriya Ekta Parv conducted on 28<sup>th</sup> to 29<sup>th</sup> Aug 2023 and for other events for Sports/Scout Guide/ Social Science etc. for one year.

Sir/Madam,

1. The Kendriya Vidyalaya Sangathan is a centrally funded Autonomous Body and Society registered under Societies Registration Act, 1860 and comes under Ministry of Education.
2. Sealed quotation from the various firms are invited by the undersigned on behalf of the Kendriya Vidyalaya Sangathan for the TENT ITEMS etc.
3. General Terms and Eligibility Criteria:
  - A- The contract shall be for TENT ITEMS (Dining table, chairs, VIP Chairs, Cots, Sofas etc) to KV No.1, Kota. The bidder shall quote for items in the format of quotation attached only. Kindly send quotations in sealed envelopes. Corrections, if any, shall be made by crossing out with proper attestation/countersignature by the firm.
  - B- The bid should be submitted along with EMD of Rs.5,000/- through DD/ NEFT RTGS in favour of " Vidyalaya Vikas Nidhi Account K V No.1, Kota" except those who are exempted to deposit the same, subject to the production of relevant legal documents alongwith the tender application. In case no deposit EMD, the supporting documents for exemption/ under exempted category, the tender of firm concerned should be summarily rejected.
  - C- Rates should be F.O.R. and inclusive of all taxes. Whatever rates quoted will be treated as final.
  - D- All the taxes (If any) and other levies payable by the bidder to the Govt. shall be included in the total price.
  - E- The rates shall be quoted in Indian Rupees only by the bidder and shall be fixed for the duration of the entire contract period i.e. one year .
  - F- Each bidder shall submit only one quotation complete set of quotation alongwith all required documents etc.
  - G- The services are required during the event days one year from the date of execution and further as per the needs of the Vidyalaya.
  - H- Original Bills are to be submitted after completion of the event .
  - I- The Bidder shall be liable to supply goods and services as mentioned in the supply order after award of the contract at defined place, defined quality and defined quantity as and when required by the vidyalaya.
  - J- In case of any error or omission or legal dispute the matter will be resolved within the jurisdiction at Kota only.

- K- All Tent items should be of good quality & neat and clean.  
L- Service providing persons shall be available in the Vidyalaya for any need .

4- Mandatory Documents required from then applying firms for participation in the Bid:-

- Vaild copy of Proprietorship / Partnership Deed/ Company Registration (If applicable)
- Vaild proof of EMD Deposit ( D D /NEFT/RTGS UTN No. enclosed)
- Vaild copy of PAN Card in the name of the Firm/Proprietor.
- Valid copy of Bank Passbook & Cross cheque in the name of Firm
- Valid GST Registration Certificate.

5- Validity of quotations:

The quotation shall remain valid for a period of 1 Year from the date of award of the contract or till its cancellation on administrative/technical ground .

6- Evaluation of quotations :

The rate must be quoted in the enclosed Annexure I for TENT ITEMS . The Vidyalaya will evaluate and compare the quotations on the above terms and conditions . The Vidyalaya will award the contract to the bidder whose quotations have been determined to the substantially responsive and who has offered the lowest price as final amount.

Further the committee reserves all rights to reject any quotation of firm having substandard or not suitable products or service irrespectively of rates quoted by the firms concerned.

7- Award of contract:-

- The Vidyalaya will award the contract to the bidder whose quotation has been determined to the substantially responsive and who has offered the lowest price as per para 6 above.
  - The bidder whose bid is accepted will be notified for the award of the contract by this Office prior to expiration of the quotation validity period.
  - The Notification of Award to clearly specify any change in the unit price or any other terms and conditions accepted.
  - Notwithstanding the above, the Vidyalaya reserves the right to accept or reject any quotation or to cancel the bidding process and reject all quotations at any time prior to the award of the contract without assigning any reason.
  - Payment shall be made within 10 WORKING DAYS after submission of the bills.
  - Bidder should submit A DD/NEFT/RTGS favouring " Vidyalaya Vikas Nidhi Account K V No.1, Kota" towards Bid Security/EMD for Rs.5,000/- which will be refunded to unsuccessful bidder within 01 month of the award of the contract to selected firms/firms.  
However, the successful bidder will have to submit Performance Security/Security deposit @ 10% of the total contract value in the form of DD/NEFT/RTGS in favour of " Vidyalaya Vikas Nidhi Account K V No.1, Kota" within 10 days from the date of award of the contract. The Performance Security/Security Deposit will be forfeited in the event of failure to comply with the contract.
7. Any Suggestion or instructions given by the higher authorities, administration/committee has to be implemented by the Contractor.
8. The undersigned reserves the right to terminate the contract in case the service provided by the service provider is not satisfactory .
9. In case of any dispute, jurisdiction area would be kota.

8-Last date and time for receipt of quotations:-

You are requested to submit the sealed quotations in the Office of The Principal Kendriya Vidyalaya No.1,Kota super scribing on the envelope as "TENT ITEMS" on or before **24-08-2023 latest by 04-00 P.M** through Speed/Registered post/ By Hand and must reach in Vidyalaya office on or before **last date before the clouser of office i.e. 4.00 P.M.** Late received quotations will not be accepted. The quotations shall be opened **on 25-08-2023 at 09-30 AM** . In case of any change the bidders shall be intimated accordingly. The bidders are invited to attend the process of opening of bid.

Encl : Annexure 1 to 2 .

Yours faithfully,

PRINCIPAL

प्रधान / Principal

केन्द्रीय विद्यालय / Kendriya Vidyalaya  
क्र. 1 कोटा / No. 1 Kota

1/2

केन्द्रीय विद्यालय कं.1, कोटा

Invitation of Quotations/Tender for TENT ITEMS for the different events like sports, scout & guide, annual function etc through out year.

निविदा प्रपत्र :- टेन्ट के सामान हेतु ।

फर्म का नाम :

Sl.No	Items	Rate
01	✓ Cot 3x 6 x sq.ft. each per day	
02	Dining Table 2 x 5 sq.ft. each per day	
03	Table Jhalar per sq.feet	
04	Stage Jhalar per sq.feet	
05	Table cover 2x5 sq.ft. per sq.feet	
06	Green & Red carpet 5 x 50 sq.ft. per sq.feet	
07	Dari 10 x15 / 15x15/20x20 sq.ft. per sq.feet	
08	Chair PVC each per day	
09	Chair VIP with cover each per day	
10	Centre Table for VIP each per day	
11	Curtain for stage 10 x 15 / 20 x30 sq.ft. per sqr feet	
12	Kanat each per day	
13	Complete (simple) Tent 15x15 sq. ft. with samiyana & pipe per sqr feet	
14	Complete waterproof Tent 15x15 with samiyana & pipe Per sqr feet	
15	Chandani 15x15 sq ft. per sqr feet	
16	Rajai 4x7sq.ft. each per day	
17	Blanket 4x7 sq.ft. each per day	
18	Sofa 2x2 sq.ft. each per day	
19	Sofa 2x3sq.ft. each per day	
20	Complete welcome Gate each per day	
21	Light Decoration Jhalar each per day	
22	Halogen 500 watt. each per day	
23	Halogen 1000 watt. each per day	
24	Stage DJ light each per day	
25	Stage DJ LED light each per day	
26	Cooler with stand small	
27	Cooler with stand Big	
28	Electric Fan 48 mm	
29	Generator 125 KVA per day with complete connection cable, change over switch with operator	
30	Generator 62 KVA per day with complete connection cable, change over switch with operator	
31	Diesel per ltr per hour	
32	Water camper with RO water 20 ltr.	

33	Water Tank 500 ltr.	
34	Power Amplifier 4000 watts each per day	
35	Power Amplifier 3000 watts each per day	
36	Power Amplifier 2000 watts each per day	
37	Feedback monitor 700 watt each per day	
38	Speaker 1600 watts each per day	
39	Bass 2600 watts each per day	
40	Codeless each per day	
41	Color Mic each per day	
42	Lead mic each per day	
43	Mixer chanal each per day 16 or 32 chanal	
44	Mice Stand each per day 18" or 36"	

**Note :**

- The Contractor will provide the above mentioned scale/standard Tent Items.
- Contractor should ensure proper cleanliness of all items.
- Rates should be F.O.R. and inclusive of all taxes. Whatever rates quoted will be treated as final. All taxes and other levies payable by the bidder shall be included in the total price.

**Note : In case of sub standard services & improper behavior with the participants, authorities of Vidyalaya administration, Lodging committee etc. an amount recommended by the Lodging committee headed by V.P would be deducted in addition to suitable disciplinary action including the seizure of performance security amount & blacklisting etc.**

I hereby agreed for supply of tent on the terms and conditions mentioned above as well as in tender form

Place :

Signature with seal

Date :

## (FORMAT)

CHECK LIST FOR THE DOCUMENTS TO BE SUBMITTED

CHECK LIST and the order in which the documents are to be submitted for the Quotaion. Please check whether all the below mentioned documents have been submitted for participating in tender. The documents are to be submitted in descending order with item No. 1 on top of all.

PART I

S No.	Firm Particulars
1	Name of the Firm :
2	Name of owner/Partners/Directors :
3	Full particulars of office Address : Telephone No. :                      Mob. No. of Owner/Mangar : E-mail address :

PART II

S No.	Documents Required	Page No.
1	Details of Earnest Money/Bid Security Deposit Amount : DD No. & Date : Drawn on Bank : Valid upto : NEFT/RTGS UTR No. & Date:	
2	Bank Account details of the firm (Please also submit a cancelled cheque or copy of bank pass book showing bank details) Name of the Bank : Nomenclature : Account No. : IFSC Code :	
3	Registration Details: (Self-attested copies of all Certificates/Licenses/Permits/ Registrations, etc., should be enclosed as under, failing which the application is liable to be rejected outright without any further communication from KV No.1, Kota.) i). Valid copy of Proprietorship / Partnership Deed/ Company Registration (If applicable) ii). Valid proof of EMD Deposit ( D D enclosed) iii). Valid copy of PAN Card in the name of the Firm/Proprietor. iv). Valid copy of Bank Passbook & Cross cheque in the name of Firm v). Valid GST Registration Certificate.	
4	Those who are exempted to deposit the EMD, subject to the production of relevant legal documents alongwith the tender application. In case no deposit EMD, the supporting documents for exemption/ under exempted category must be submitted, the tender of firm concerned should be summarly rejected.	
5	<b>Experience Details :</b>	

Bidders to ensure:

- That all pages have been stamped and signed by the authorized Person(s).
- That all the pages have been numbered.
- That all the documents are legible (Clearly readable).

Place :

Date :

Signature of Proprietor with seal