

JAWAHAR VIDYA MANDIR, SHYAMALI, RANCHI-2

INVITATION TO TENDER

Ref: JVM/OT-06/2018-19

Date 27.10.2018

Sub:-Tender for Supply of Medals in Jawahar Vidya Mandir, Shyamali,Ranchi

DESCRIPTION OF WORK.	SUPPLY MEDALS IN JVM SHYAMALI, RANCHI
LAST DATE, TIME AND PLACE OF RECEIPT OF TENDER.	ON OR BEFORE 14.11.2018 BY 12.00 NOON IN OFFICE OF PRINCIPAL JVM SHYAMALI,RANCHI-83402
DATE & TIME OF OPENING OF TENDER.	14.11.2018 AT 1.00 PM IN JVM SHYAMALI, RANCHI
COST OF TENDER DOCUMENT	Rs. 500/- (RUPEES FIVE HUNDRED ONLY)
REFERENCE NO. OF TENDER .	<u>JVM/OT-06/2018-19</u>

Dear Sir,

We have pleasure in enclosing herewith the tender document as detailed below related to supply of Medals in JVM Shyamali and would invite you to submit your best offers in sealed cover so as to reach us on or before the due date and time as mentioned above.

- | | | | |
|------|--------------|---|--------------------------|
| i) | Annexure-I | : | Instructions to tender |
| ii) | Annexure-II | : | List of items |
| iii) | Annexure-III | : | Technical and commercial |
| iv) | Annexure-IV | : | Price format |

Thanking you,

Yours faithfully,
For Jawahar Vidya Mandir Shyamali

(Samajit Jana)
Principal

(Instruction of tender)**1.0 SUBMISSION OF TENDER:**

1.1 Only those party can participate in tender enquiry who has GST NUMBER.

1.2 Mention the GST in percentage on item wise clearly.

1.3 Tender shall be submitted in separate sealed cover, in two parts, as mentioned below.

1.4 Part-I :TECHNO COMMERCIAL BID (Unpriced)

Part-1 of the offer shall contain a copy of the complete invitation to Tender duly signed and stamped by the bidders as a token of acceptance to the terms and conditions of the Invitation of Tender.

1.5 Part-II: PRICE BID

The price bid shall be submitted in the prescribed format enclosed at Annexure-IV. Both sealed envelopes viz Part-I and Part-II shall be put in a separate sealed cover which shall superscribe "Tender Number & date" The sealed cover containing sealed Part-I & Part-II envelopes shall be sent to the following address.

Principal

Jawahar Vidya Mandir Shyamali,
P.O.Doranda, Dist. Ranchi-834 02

1.6 Price evaluation criteria:- Overall L1 bidder will be evaluated

1.7 Price bid will be opened only for techno-commercially eligible tenderer.

1.8 JVM reserve the right to accept any bid or reject any or all bids without assigning any reason thereof.

1.9 Offers not submitted as per the requirement of JVM as indicated in the "Invitation to Tender" are likely to be rejected.

2.0 SCOPE OF WORK/SERVICE

Supply of items as listed in Annexure-II.

3.0 COST OF TENDER DOCUMENT

The Tender (techno-commercial part-I) must be accompanied by Cost of Tender document, which is **Non-refundable**, in the form of a Demand Draft/At Par Cheque drawn on any Nationalized Bank in favor of Jawahar Vidya Mandir, Ranchi for a value of Rs. 500/- (Rupees Five hundred only).Tender not accompanied by cost of Tender shall be liable for rejection.

4.0 VALIDITY OF RATES FOR WORK ORDER.:

Your rates should be valid for (3) three months, shall come into force from the date of issue of the work order by JVM.

5.0 PAYMENT TERMS

100% payment shall be released within 15 days after supply of the above items on submission of bill along with receipted challan and certified copy from Sports deptt. of the School.

6.0. DELIVERY :

The supplier shall be responsible for the timely supply of the above mentioned items. The Materials shall be delivered at JVM Shyamali Sports deptt. Positively within a month from receipt of intimation.

Annexure –II

List of Items

Sl No.	Description of items	Apprx.Qty. Reqd
1	Gold Medals- size 3” weight of 40 grams (With Ribbon and Sticker)	450 nos.
2	Silver Medals size 3” weight of 40 grams (With Ribbon and Sticker)	310 nos.
3	Bronze Medals size 3” weight of 40 grams (With Ribbon and Sticker)	225 nos.

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Annexure –III

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Dated 27.10.2018

Technical - Commercial Bid

Sl no.	General requirement:-	Please confirm
1	Please quote your rates with sample (inclusive of GST).	
2	Consent regarding validity of tender for a period of 3 months .	
3	Payment shall be released within 15 days.	
4	Materials shall be delivered at JVM Shyamali Sports deptt. positively within a month from receipt of intimation	
5	F.O.R (Jawahar Vidya Mandir, Shyamali,Ranchi)	
6	Name, address & telephone number of the agency / firm	
7	Name, Designation, Address and telephone No. of authorized person	
8	Copy of PAN card issued by Income Tax Department	
9	GST No. (Please attach)	
10	Details of Cost of tender documents: a) Amount: b) Demand Draft / Banker's Cheque No: c) Date of issue: d) Name of issuing Bank:	

This is to certify that I / We before signing this tender have read and fully understood about the requirement of the Medals, for JVM Shyamali, Ranchi.

Signature of the Tenderer
With Seal and Tele no.
Mob. no.

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Annexure –IV

PRICE FORMAT

S.No	Name of items	Qty.	Unit	Rate	GST	Total price
1	Gold Medals size 3” weight of 40 grams (With Ribbon and Sticker)	450 nos.	each			
2	Silver Medals size 3” weight of 40 grams (With Ribbon and Sticker)	310 nos.	each			
3	Bronze Medals size 3” weight of 40 grams (With Ribbon and Sticker)	225 nos.	each			

Name of firm:

GST No.

Name of proprietor:

Signature :

Mob. No.