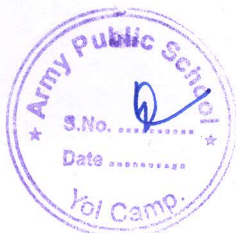


ARMY PUBLIC SCHOOL YOL CANTT, DISTRICT KANGRA
HIMACHAL PRADESH, PIN - 176052

INVITATION OF TECHNICAL CUM COMMERCIAL BIDS FOR " PURCHASE OF
DUAL DESKS FOR ARMY PUBLIC SCHOOL YOL CANTT"

1. Sealed bids under Open Tender Enquiry are invited by Army Public School Yol Cantt for purchase of 140 Dual Desks at APS, Yol Cantt. The tender reference number is 1064/Works//Dual Desks/2022-23
2. The address and contact numbers for sending Bids or seeking clarifications regarding this RFP are given below: –
 - (a) **Bids/Queries to be addressed to.** Principal
Army Public School, Yol Cantt
District - Kangra, HP,
PIN -176052.
 - (b) **Postal address for sending the Bids.** Same as above.
 - (c) **Name/designation of the contact personnel.** Adm Supervisor
Army Public School,
Yol Cantt.
 - (d) **Telephone numbers of the contact personnel.** 7543905380
 - (e) **E-mail ids of contact personnel.** apsyolcantt@gmail.com
3. This RFP is divided into two Parts as follows:-
 - (a) **Part I.** Contains General Information and Instructions for the Bidders about the RFP such as at the time, place of submission and opening of tenders, Validity period of tenders etc.
 - (b) **Part II.** Contains essential details of Scope of work, Technical Specifications, Delivery Period, Mode of Delivery and Consignee details.
4. Placement of Order, the Supply Order will be placed on successful conclusion of negotiations on L1 bidder.
5. This RFP is being issued with no financial commitment and the Buyer reserves the right to change or vary any part thereof at any stage. Buyer also reserves the right to withdraw the RFP, should it become necessary at any stage.
6. The vendors will submit their technical and commercial bids as per the format given in the tender document. The original copy should be attested the remaining two can be photocopies. If the original tender enquiry along with its appendices are not forwarded then the submitted tender would be rejected.

<Name of person issuing tender>



Part I – General Information

1. **Last date and time for depositing the bids.** The last date for depositing bids is **30 Jun 2022.**

2. **Eligibility Criteria and Forwarding of Bids.** The bidder must be OEM (Original Equipment Manufacturer) and should preferably have experience in the field. Work order of the previous jobs to be Submitted (if any). Bids should be forwarded by Bidders under their original memo letter pad inter alia furnishing the under mentioned details :-

- (a) Proof of Address of firm.
- (b) Valid GST Regn No alongwith documentary support.
- (c) PAN No along with documentary support.
- (d) Work order of the previous job of similar nature (if any)
- (e) ITR of last year.
- (f) Bank details of complete postal and e-mail address of their office.

3. **Manner of Depositing the Bids.** Sealed Bids should be either dropped in the Tender Box marked as "Tender Box" and placed at Patiala Gate, Yol Cantt or sent by registered post/speed post at the address given below so as to reach by due date and time. Late tenders will not be considered. No responsibility will be taken for postal delays or non – delivery/ non – receipt of Bid documents. Bids forwarded/received through e-mail shall not be considered.

Principal
Army Public School, Yol Cantt,
District - Kangra, HP
PIN 176052.

4. **Time and Date of Opening of Techno Commercial Bids.** **04 Jul 2022 at 1200** hrs. If due to any exigency, the due date for opening of the Bids is declared a closed holiday, the Bids will be opened on the next working day at the same time or on any other day/time, as intimated by the School .

5. **Location of Tender Box.** Patiala Gate, Yol Cantt. Only those bids that are found in the tender box will be opened. Bids dropped in the wrong Tender Box will be rendered invalid. Bids may also be fwd through registered post. Such bids should reach school office well in time. Bids reaching late due to any reason (including postal delay) will not be accepted.

6. **Cost of Tender.** Crossed demand draft of Rs. 100/- (Rupees One Hundred only) in favour APS Yol Cantt, payable at SBI Yol Cantt will be deposited as tender fee (non-refundable). DD should be valid for minimum six months period. Tender fee is NOT exempted for any firm. The Demand draft will be deposited along with the bids.



7. **Opening of the Bids.** The physical verification of tender bids will be done by a Procurement Committee at Army Public School, Yol Cantt. The Bidders may depute their representatives, duly authorized in writing, to attend the opening of bids on the due date and time. However, the same is not mandatory. This event will not be postponed due to non-presence of your representative.
8. **Bid System.** Only techno commercial bid (single bid) will be required from tenderers.
9. **Forwarding of Bid.** Bid should be forwarded by Bidders under their original memo/letter pad inter alia furnishing details of GST Regn No, Bank details and complete postal and e-mail address of their office.
10. **Clarification Regarding Contents of the RFP.** A prospective bidder who requires clarification regarding the contents of the bidding documents shall notify to the Buyer in writing about the clarifications sought not later than **20 Jun 22**. Copies of the query and clarification by the purchaser will be sent to all prospective bidders who have received the bidding documents.
11. **Modification and Withdrawal of Bids.**
- (a) Any Tenderer, who proposes alterations to any of the condition, specifications laid down in the Tender documents or any new condition, whatsoever, is liable to be rejected. No bid shall be modified after the deadline for submission of bids.
- (b) If a bidder desires to withdraw before bid submission closing date/time, he may do so but cost of the tender will not be refunded.
- (c) No bid may be withdrawn in the interval between the deadline for submission of bids and expiry of the period of the specified bid validity.
12. **Clarification Regarding Contents of the Bids.** During evaluation and comparison of bids, the Buyer may, at its discretion, ask the bidder for clarification of his bid. The request for clarification will be given in writing and no change in prices or substance of the bid will be sought, offered or permitted. No post-bid clarification on the initiative of the bidder will be entertained. Should there be any requirement the buyer may ask the vendor to give a presentation and demonstration to clarify any matter on no cost no commitment basis.
13. **Rejection of Bids.** Canvassing by the Bidder in any form, unsolicited letter and post-tender correction may invoke summary rejection. Conditional tenders and tenders without complete documents will be rejected. This being a turnkey project, Bidders will bid for all items. Piecemeal/partial bids will be rejected.
14. **Validity of Bids.** The Bids should remain valid till 45 days from the last date of submission of the Bids.



15. **Earnest Money Deposit.** Bidders are required to submit Earnest Money Deposit (EMD) for amount of Rs 5000/- or exemption certificate (if any) along with their bids. Further details are furnished below:-

(a) The same is to be enclosed in a separate envelope inside the main envelope and **NOT repeat NOT enclosed** in the envelope of Technical/Commercial Bids.

(b) The EMD may be submitted in the form of a Bank draft/BG from any of the public sector banks or a private sector bank authorised to conduct business with government. The same is to be drawn in favour of **Army Public School Yol Cantt, payable at Yol.**

(c) **Validity.** The EMD is to remain valid for a period of **two months** beyond the final bid validity period. EMD of the unsuccessful bidders will be returned to them, without any interest whatsoever, at the earliest after expiry of the final bid validity and latest on or before the 30th day after the award of the contract. The Bid Security of the successful bidder would be returned, without any interest whatsoever, after the receipt of Bank guarantee from them as called for in the contract.

(d) **Forfeiture.** The EMD will be forfeited if the bidder withdraws or amends impairs or derogates from the tender in any respect within the validity period of their tender. If the successful vendor/firm fails to furnish the required performance security then the EMD furnished will be forfeited.

(e) **Payment.** **80%** payment will be made on completion of the project and rest **20%** payment will be made after **one month** ie after successful working of the system for **one month and satisfactory performance certificate** by the user.

(f) **TDS Deduction.** TDS will be deducted @ 2% (or as per policy on the subject) of total project cost at the time of billing and deposited to the concerned deptt.

16. **Performance Bank Guarantee (PBG).** The Bidder will be required to furnish a Performance Guarantee by way of Bank Guarantee through a public sector bank or a private sector bank authorised to conduct government business (ICICI Bank Ltd, Axis Bank Ltd or HDFC Bank Ltd) for amount of **10%** of the total cost of the project within **15 days** of receipt of the confirmed order. Performance Bank Guarantee will be kept with the **Principal, Army Public School, Yol Cantt, Himachal Pradesh, Pin 176052** and should be valid upto **12 months** from the date of supply order.

Note : Vendors to visit site and see the existing class rooms and desks of APS Yol Cantt (where the desks are to be used) before quoting the tenders. Also, vendors are required to submit a certificate to this effect at the time of submission of tenders.



PART II – ESSENTIAL DETAILS OF ITEMS/SERVICES REQUIRED

1. **Scope of Work.** The scope of work alongwith dimensions/specifications is given below:

S No	Nomenclature and Product Description	Qty Required
(a)	Purchase of Dual Desks made of 1 ½ x1" square Iron pipe frame for base & 1"sq pipe frame for body and 19 mm Laminated MFD Board having foot rest and book shelve for class rooms as per under mentioned size:	
(i)	Dual Desk of Large size 40"L x35" W x30" H, Seat H 20"	30
(ii)	Dual Desk of Med size 34"L x34" W x28" H,Seat H 16"	70
(iii)	Dual Desk of Small size 32"L x34" W x20" H, Seat H 12"	40

2. **Specifications and Bid Systems.** **Techno Commercial bid (single bid)** is required to be furnished clause by clause compliance of specifications bringing out clearly the deviations from specifications, if any. Techno Commercial bid has to be submitted as per specifications mentioned on the form attached at **Appendix A**.

3. **Inspection and Acceptance Testing.**

(a) **Initial Inspection.** Physical inspection will be first carried out at **Army Public School Yol Cantt by the user**. The **user** will ensure that all the items delivered are as per bill of material. Items found defective/damaged/not conforming to technical QR will be replaced immediately by the seller with stores of correct specifications within **21 days** of inspection at his own cost and risk. **In case of any dispute, decision of the buyer will be final and binding.**

4. **Delivery Period.** Delivery period/installation would be **30 days** from the effective date of **supply order**. Please note that contract can be cancelled unilaterally by the Buyer in case item is not install within the contracted delivery period. Extension of installation period will be at the sole discretion of the Buyer.

5. **Delivery & Installation.** The **tenderer** shall be responsible for the safe delivery **and installation** of the above nomenclature of work and at the consignee's site, free of cost.

6. **Consignee Details.**

**Principal,
Army Public School, Yol Cantt,
Himachal Pradesh - Pin 176052.**



Appx A
(Ref to Para 2 Part II)

TECHNO COMMERCIAL BID AND COMPLIANCE STATEMENT FOR
PURCHASE 140 DUAL DESKS AT APS YOL CANTT

1. **Technical Standard Conditions.**

Ser No	Nomenclature and Product Description	Remarks
(a)	Purchase of Dual Desks made of 1 ½ x1" square Iron pipe frame for base & 1sq pipe frame for body and 19 mm Laminated MFD Board having foot rest and book shelve for class rooms as per under mentioned size:	
	(i) Dual Desk of Large size 40"L x35" W x30" H, Seat H 20"	30
	(ii) Dual Desk of Med size 34"L x34" W x28" H, Seat H 16"	70
	(ii) Dual Desk of Small size 32"L x34" W x20" H, Seat H 12"	40

2. **Details to be furnished by the Bidder.**

S/No	Enclosure	Details Furnished Yes/No	Copy Attached Yes/No
(a)	Proof of the address with phone/fax/mobile numbers		
(b)	Proof of ESM, if applicable		
(c)	GST No		
(d)	GST Proof		
(e)	PAN/TAN		
(f)	PAN/TAN Proof		
(g)	Proof of Aadhar Card		
(h)	Bank Details		
(j)	Last year ITR		
(k)	Proof of similar work done in past, if any		



**TECHNO COMMERCIAL BID AND COMPLIANCE STATEMENT FOR
PURCHASE OF DUAL DESKS (QTY 60) AT APS YOL CANTT**

Technical Standard Conditions:

Ser No	Nomenclature and Product Description	Complied/ Not Complied	Remarks
(a)	Purchase of Dual Desks made of 1 ½ x1 square mm Iron pipe frame for base & 1 mm sq pipe frame for body and 19 mm Laminated MFD Board having foot rest and book shelve for class rooms as per under mentioned size:	Yes/No	
	(i) Dual Desk of Largr size 40"L x35" W x30" H, Seat H 20"	Yes/No	
	(ii) Dual Desk of Med size 34"L x34" W x28" H,Seat H 16"	Yes/No	
	(iii) Dual Desk of Small size 32"L x34" W x20" H, Seat H 12"	Yes/No	

Commercial

Ser No	Nomenclature and Product Description	Qty	Rate per unit	Total Amount
(a)	Purchase of Dual Desks made of 1 ½ x1" square Iron pipe frame for base & 1"sq pipe frame for body and 19 mm Laminated MFD Board having foot rest and book shelve for class rooms as per under mentioned size:	---		
	(i) Dual Desk of Large size 40"L x35" W x30" H, Seat H 20"	30		
	(ii) Dual Desk of Med size 34"L x34" W x28" H,Seat H 16"	70		
	(iii) Dual Desk of Small size 32"L x34" W x20" H, Seat H 12"	40		
(b)	GST/Taxes			
(c)	Installation			
(d)	Any other expenditure			
(e)	Total Amount			

It is hereby confirmed that we/I have visited the site and seen the Class rooms and existing desks of APS Yol Cantt where duel desks are to be installed as per specifications mentioned in RFP and quotation has been witten accordingly including complete expenditure to include, Provn, commissioning, tpt and taxes etc



**NAME OF FIRM
Sig of Prop with seal**