

SAINIK SCHOOL PUNGLWA (NAGALAND)
TERMS & CONDITIONS
FOR THE SERVICES AS SPECIFIED IN ANNEXURE A

1. The Tenderer has to attach SBI Demand Draft towards applicable Earnest money Deposit in favour of the 'Principal, Sainik School, Punglwa' payable at SBI, Medziphema(BankCodeNo.6759) and experience certificate(s) with the filled tender form(Annexures) as applicable in English only. If it is found to be incomplete /illegible in any respect, the Tenderer may be rejected by the School. The filled tender along with the stated attachments has to be submitted in the Tender Box(kept in the office of the Registrar, Sainik School, Punglwa) latest by 11 AM on 20 May 19, in a sealed envelope prominently marking the envelope as 'TENDER FOR SERVICES OF
addressed to 'The Principal, Sainik School, Punglwa(Nagaland)'.

TENDER BOX WILL BE CLOSED AT 11 AM, 20 May 19. THE TENDERS WILL BE OPENED AT 12 NOON ON 21 May 19 BY A BOARD OF OFFICERS APPOINTED BY THE PRINCIPAL, SAINIK SCHOOL PUNGLWA. All are requested to cooperate with the School authorities for smooth conduct of the proceedings.

2. Every page of the Tender form should be Signed (full Signature) stating name below, rubber stamped and dated. It should also be signed wherever there is any unavoidable overwriting and cutting. Additional information, terms of warranty, sketches, leaflets, etc., when enclosed, the same need to be signed as above.

3. **TECHNICAL BID.** To be opened at 12 Hrs on 21 May 19

- (a) EMD
- (b) Tender form signed in all pages duly stamped & dated (Annexure C)
- (c) GST No.
- (d) Financial stability Certificate during current financial year from Scheduled Bank preferably Nationalized Bank mentioning the appropriate value upto which the Tenderer is capable of undertaking the contract.
- (e) Valid Trading License for the State(s) for which tender is submitted.
- (f) A passport photograph of the signatory of the Tenderer and duly attested
- (g) One Cancelled Original Bill to be submitted along with the tender Form.
- (h) Work experience related to the concerned project

4. **COMMERCIAL BID:** to be opened on qualification of Technical Bid

- (h) Cost Bid Shall be Submitted only on Tender Schedule Annexed as applicable and no Bids will be accepted on letter Pad of the Tenderers.
- (l) All rates should be inclusive of al taxes charges & transportation charges etc.

(j) All cutting/amendments must be authenticated by affixing signature in full by the Tenderer else the same will be termed invalid.

(k) **The above mentioned covers for the Cost Bid along with EMD draft and Tender Form & Declaration should be sealed in 01 Envelope clearly mentioning the bid for which as required. e.g., TENDER FOR – Supply & Installation of CCTV.**

(l) Any alteration made in the tender before submission must be signed by the Tender, failing which the tender will not be considered. No alteration or modification of rates will be allowed once the Tenders are submitted.

5. Tenderers have to quote their lowest/highest possible bids as applicable for all the list of items inclusive of all Taxes, etc., [i.e F.O.R. Sainik School Punglwa (Nagaland)] both in figure and words at Annexure as applicable. The rates quoted on the individual firm's letter pad or any other paper will not be considered under any circumstances. School authorities have the right to reject any or all the tenders without assigning any reason. PART orders for Services to different tenderers based on the individual item rate/unit quoted is also applicable.

6. Tenders should satisfy themselves fully about the location of the School and existing facilities before offering their quote/Bid.

7. The successful bidder, when so declared must deposit the security money @5% of the total value of the Annual/One time order within ten School working days from the date of issue of such order. If bidder fails to deposit the full security money on time (after reducing the amount of Earnest Money retained by the School), his/her earnest money will be summarily forfeited and the next lowest/highest bidder (as applicable) may be considered for awarding of tender.

8. The suppliers shall be solely responsible for any damage or loss of goods during transportation/loading or unloading or otherwise irrespective of cause, and replace the damaged ones with brand new goods within 10 days (including Sundays). Damage to public property and life due to any form of negligence of their labourers /other staff or vehicles/machinery at the time of supply/services in the School campus and the damage shall be good at their own or suitably compensated at the earliest as reasonably demanded by the School authorities.

9. All Supplies/Services will be according to brand, specifications and quantity stated so, if any. The agreement bond must be signed prior to the first/only Work order. Ambiguity if any will be clarified by the School authorities in writing duly approved by the Principal/Board of Officers/Committee appointed by him at any time of acceptance of the order(s). All Bills will be settled as per the existing procedures including the refund of the earnest money and security deposit.

- PRINCIPAL, SAINIK SCHOOL, PUNGLWA