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Sainik School Punglwa
सैनिक स्कूल पुंगलवा
Punglwa BPO
पुंगलवा बीपीओ
Medziphema SO
मेडजिफेमा एसओ
Dist – Peren, Nagaland
जिला पेरेन -, नागालैंड
PIN/पिन – 797106

SSPN/QM/311/TDR/2025-26

Apr 25

INVITATION OF BIDS IN GEM FOR SUPPLY OF DRY RATION ITEMS
REQUEST FOR PROPOSAL (RFP) FOR A PERIOD OF ONE YEAR

1. Interested firms as per fulfillment of all under mentioned terms and conditions may apply by online GeM Bidding for **SUPPLY OF DRY RATION ITEMS** to Sainik School, Punglwa, District- Peren, Nagaland.

2. The address and contact numbers for seeking clarifications regarding RFP are given below:-

- (a) **Bids/queries to be addressed to:** The Principal, Sainik School Punglwa.
Punglwa BPO, Medziphema SO,
Dist – Peren; Nagaland
Pin - 797106
- (b) **Name/designation of the contact personnel** : Adm Officer
Sainik School Punglwa
- (c) **Telephone numbers for clarification** : 03839-262002
9402988732
if any, may be contacting Quarter Master
Section of this School on any working day
between 0900 h to 1300 h and participate
in pre-bid meeting as per Bid Document of GeM
- (d) **E-mail ID of contact personal** : sspunglwa@sainikschoolociety.in

3. This RFP is divided into five Parts as follows:-

- (a) Part – I : Contains General Information
(b) Part – II : Essential details
(c) Part – III : Standard Conditions
(d) Part – IV : Special Conditions
(e) Part – V : Evaluation Criteria

4. 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.

5. The approval or rejection of tenders rests with the Principal, Sainik School, Punglwa who reserves the right of rejecting any tender in whole or in part without cause assigned. The lowest tender will not necessarily be accepted.

6. Acceptance of Terms and Conditions. The bidder shall clearly mention the following in their offer letter. The same is also reproduced at Appendix–‘A’ to this RFP:-

“WE ACCEPT THE TERMS AND CONDITIONS MENTIONED IN THE TENDER
ENQUIRY No. SSPN/QM/311/TDR/2025-26 dated 30 Mar 25.

7. Bids shall be submitted online only at GeM Portal : <https://gem.gov.in>

Sd/x-x-x-x-
(Sudhir Kumar)
Lt Col
Adm Officer
For Principal

PARTI-GENERALINFORMATION

(only relevant portion of the standard conditions have been reproduced below for the complete conditions you may log on to Ministry of Defence website)

1. **Last date and time for depositing the online Bids.** As mentioned in GeM Portal.
2. **Time and date for opening of Bids.** As given in GeM Portal (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 or on any other day / time day /time, as intimated by the Buyer).
3. **Place of opening of online bids.** Sainik School Punglwa, District-Peren, Nagaland.
4. **Two Bid System.** The Bid is completely auto-generated as per GeM Portal. The evaluation of bid based on requisite documents received online by the tenderer will be carried out by a board of officers. In case any bidder quoted the price bid / commercial rate details in the technical bid will summarily be rejected. Please note that Technical and Commercial Bids should be uploaded / quoted by the bidder separately.
5. **Forwarding of Bids.** As mentioned in GeM Portal.
6. **Mandatory Pre-Bid Conference.**
 - (a) **As mentioned in GeM Portal, all bidders are to attend the mandatory Pre- bid to be held at Cariappa hall at Sainik School Punglwa without fail.**
 - (b) **Those bidders who participate in pre-bid meeting (date and time as per bid document) will be issued a certificate/letter by the buyer. The bidders are to upload certificate/letter in GeM along with the other required documents.**
7. The Principal, Sainik School, Punglwa shall have the right to accept or reject tender bids without assigning any reason.
8. The contract will be valid for the period of One Year starting from finalization of contract as per GeM for Supply of Dry Ration Items from the date of commencement of Agreement. If required the period of contract may be extended at the same rates as per prevailing rules in GeM.
9. The contractor shall deliver the supplies/services at their expense in such time and place to buyer location within the school premises as per the specifications at the rates given in the schedule attached to this contract.
10. The Adm Officer, Sainik School Punglwa may authorize such officer/officers as he may wish to operate the contract on his behalf and the contractor and his agents will accept and carry out instructions given by the officer (or his representatives) in connection with the contract as if those were issued by the Adm Officer, Sainik School Punglwa.
11. The Adm Officer, Sainik School Punglwa or his authorized representative to whom the supplies/services are to be delivered in the contract may reject the supplies/services in whole or in part, if the supplies are not in accordance with the contract agreement in their opinion.

12. The contractor shall not charge or be paid for such supplies/services rejected as above and such supplies/services shall be replaced by him at once at his expense.
13. The contractor shall neither claim nor be entitled to payment for any damage that rejected supplies may suffer from cutting, tearing or any other harm incidental to a full examination and test of such supplies/services.
14. The Adm Officer, Sainik School Punglwa shall in the event of rejection of supplies be entitled to demand replacement at the contractor's own cost of such supplies of the quantity required or in the event of the latter's failing, declining, neglecting or delaying to comply with any demand or rejection or otherwise not executing the same in accordance with the terms of the contract. The Adm Officer, Sainik School Punglwa or the officer operating the contract shall be at liberty (without prejudice or compensation against loss and inconvenience caused by such breach or non compliance of the contract) to purchase the tinned items in lieu or purchase the items locally if available to procure or to arrange from Government stores, or otherwise at the contractor's own risk and expense, supplies/services as may have been rejected or that the contractor may have failed, neglected, declined or delayed to supply such authorized substitutes there of as are specified in the schedule thereof and the excess cost so incurred in purchasing, procuring (together with all incidental charges) in excess of the contract price shall be recovered from him on demand.
15. All stores items should be in net weight excluding packing materials i.e jute bags / plastic bags, if any, and accordingly, the bill is to be submitted with net weight only. Otherwise, the bill will be amended accordingly on the net weight only by the school authorities.
16. The rates should be quoted including all charges i.e Transport, Loading & Unloading charges for Labour, GST/Taxes etc and the supply is to be made at Sainik School, Punglwa, Nagaland.
17. Packing material delivered along with the supplies is the property of Sainik School Punglwa and the contractor shall not claim either the material or compensation for the packing material in any form.
18. Supplies are to be made in time and date stipulated without causing any delay.
19. In case of recession, the Adm Officer, Sainik School Punglwa shall be entitled to recover from the contractor, on demand, any extra expense he may put to in obtaining supplies/services hereby agreed to be supplied from else wherein any manner.
20. Not with standing anything herein before contained, the Adm Officer, Sainik School Punglwa may recover from the contractor as compensation, such sums as he considered reasonable, if he fails to observe or perform any condition of the contract.
21. The contractor shall oblige his servants and agents to conform to any reasonable instructions to ensure their punctuality in attendance or service, cleanliness and respectful behavior that may be given to the School staff.
22. The contractor's security or any balance thereof remaining at the end of the contract shall not be returned to him until his accounts have been finally audited and settled and until he has executed the usual "No Demand Certificate". Security Deposit shall be returned to the contractor without any interest only at the end of the contract period after obtaining "No Demand Certificate" from the contractor.

23. In the event of any decrease/increase in the school strength and consequently in demand of supplies the contractor shall not be entitled to any compensation.
24. Not with standing anything to the contrary here in contained the contract may be terminated by the School authorities by giving the contractor a fortnight (14 days) notice in advance without assigning any reason and without the contractor being entitled for any compensation on this account.
25. By virtue of the contractor's position as a contractor he fully understands that he and his employees and representatives are not to divulge any information in respect of this school that may come to their knowledge regarding strength, composition, location or rates of supply etc., to any unauthorized person.
26. The contractor acknowledges that he has made himself fully acquainted with all the conditions and circumstances under which the services required under this contract will have to be made or furnished and with all the terms, clauses, conditions, specifications and other detail of the contract and he shall not plead ignorance of any of these as an excuse in case of complaints against or rejection of services, tendered by him or with a view whether to ask for enhancement of any rates agreed to in the contract to evade any of the obligation under the contract.
27. All questions relating to the execution of the terms of the agreement and all disputes and differences which shall arise during the progress of work under this agreement or any other matter arising out of or relating to this agreement on the work to be done, or payment or with regard to construction, meaning and affect of this agreement or any part thereof shall be referred to the sole arbitration of the **Principal, Sainik School Punglwa** whose decision shall be final conclusive and binding upon the parties at the agreement.
28. All supplies or items must be laid out properly in front of ration stand or any other specified place as decided by the School Authorities within the school premises for inspection before acceptance.
29. The Adm Officer and persons authorized by him will be the authorized representatives for the purpose of receipt, inspection, acceptance and accounting covered by this contract. All indents and supply orders must however, be signed by the Adm Officer, Sainik School Punglwa. The supply should be made to the authorized representative of the Adm Officer, Sainik School Punglwa at specified location within the school campus free of transport and labour charges.
30. Items not tendered in the tender form will not be accepted.
31. Principal, Sainik School Punglwa is empowered to suspend any type or all types of business in case of the following:-
- (a) If the contractor assigns or sublets this contract without the Adm Officer's written approval or if the contractor attempted to do so.
 - (b) If the contractor or any of his agents or his servants are guilty of fraud in respect of the contract, directly or indirectly give or promise to give or offer any bribe, fit, loan, reward or advantage, pecuniary or otherwise to any officer or persons in employment of the school.

- (c) If the contractor declines, neglects or delays to comply with any demand or requisition or in any other way fails to perform or serve any condition of the contract.
- (d) If the contract or resorts to illegal or immoral practices during the course of execution of the contract agreement.
- (e) If the contract or resorts to lending money to any of the staff members or to any person within the campus.
- (f) If in the larger interest of Sainik School Punglwa the continuation of the contractor is undesirable and unwarranted.

32. The successful tenderer will execute an agreement in favour of Adm Officer, Sainik School Punglwa on court fee non judicial stamp of appropriate denomination incorporating the above and such other terms and may be prescribed by Adm Officer, Sainik School Punglwa. Income tax deductions will be made as per Govt. rules from the contractor's bills.

33. **Manner of uploading Bids:** Bids are required to be uploaded in GeM Portal as under Two Bid System consisting of **Technical Bid and Commercial Bid**:-

(a) **Technical Bid**. Technical Bid consisting of the following are required:-

- (i) Details of Firm/Vendor Details (as per **Appendix-A**).
- (ii) Declaration regarding black listing/ debarring from taking part in bid (as per **Appendix -B**).
- (iii) Experience in any residential school. **As per GeM conditions (If available)**
- (iv) Details of Annual turnover: **As per GeM conditions (if available)**
- (v) IT returns for the last 03 years. **(if available)**
- (vi) A Copy of GST Number.
- (vii) Scanned copy of FSSAI Certificate for the bidding / similar items. Firm Registration Certificate.
- (viii) Cancelled Cheque.
- (ix) Bank Details.
- (x) Performance Certification to be obtained at least for previous supplied firms of the similar (as per **Appendix -C**). **(If available)**
- (xi) Acceptance of certificate of terms & conditions (as per **Appendix-D**).
- (xii) Certificate/letter issued by the School at the time of mandatory pre Bid Meeting.
- (xiii) Submit your firm's location / address on the letter pad. It is intimated that the firm whose main branch office should be located a radius of 500 km distance from the Sainik School Punglwa.

(b) **Commercial Bid**. The Commercial Bid consisting of **Price Bid** documents (as per **GeM Modules, Rules and Regulations**) (as per **Appendix -E**).

34. **Fictitious Rates.** As mentioned in Para 70 of Gol, MoD letter No.PC/RAKSHA/63060/Q/ST-5/3633/D(QS) dated 26 Sep 2006, in case rates quoted are lower than 20% of Reasonable Rates, the same will be treated as fictitious and rejected by Panel of Officers. No relaxation will be given even if the rates are 20.01% below reasonable rates. (Annexure-A)

35. The Principal, Sainik School, Punglwa reserves to himself the right to any amendment, cancellation and changes to the tender notice in whole or in part without assigning any reasons.

36. Negotiations in case required and recommended by BOO will be carried out in electronic mode as per GeM only.

Station : _____

Date : _____

Signature of Tenderer(s) _____

(Name & Address in full and Capacity)

(i.e. Proprietor/Partner/Authorised
Attorney etc)

Telephone No.

(RUBBERSTAMP)

PARTII-ESSENTIALDETAILS

(Only relevant portion of the standard conditions have been reproduced below. For the complete conditions, you may log on to Ministry of Defence website)

1. Schedule of requirements and technical details of **Dry Ration Items**.

Sr No	ITEM	SPECIFICATION	UNIT	APPROX QTY ANNUAL REQ	RATE RS PER KG/LTR
	Group A				
1	Rice	Andhra Arham(Boiled)	Kg	53000	
2	Rice Basmati	1kg pkt India Gate/Fortune/Daawat	Kg	100	
3	Atta	Amar	Kg	5000	
4	Maida	Amar	Kg	4000	
5	Besan	Fortune/Shakti bhog	Kg	1000	
6	Dal_Masoor	No.1 Quality	Kg	2500	
7	Dal_Chana	No.1 Quality	Kg	1600	
8	Dal_Urad_White	No.1 Quality	Kg	1900	
9	Dal_Moong	No.1 Quality	Kg	1900	
10	Dal_Green_Moong	No.1 Quality	Kg	900	
11	Dal_Arhar	No.1 Quality	Kg	2100	
12	Rajma	No.1 Quality	Kg	850	
13	Kala_Channa	No.1 Quality	Kg	600	
14	Kabli_Channa	No.1 Quality	Kg	1500	
15	Green_Matar	No.1 Quality	Kg	1000	
16	Dry_Pea	No.1 Quality	Kg	1000	
17	Soya_Bean_nuggets	Nutrela	Kg	400	
18	Peanuts_Goota	No.1 Quality	Kg	500	
19	Cashew_Nut	No.1 Quality	Kg	5	
20	Chow	No.1 Quality	Kg	1500	
21	Suji	Ganesh	Kg	600	
22	Tomato_Sauce	Kissan/Nestle	Kg	1000	
23	Jam	Kissan/Patanjali	Kg	800	
24	Soya_Sauce	700ml bot	Bot	200	
25	Mayonnaise	No.1 Quality	Kg	100	
26	Amul_Taza	Amul Tetra pack	Ltr	300	
27	Fresh_cream	Amul Tetra pack	Kg	300	
28	Honey	Dabur	Kg	5	
29	Gulab_Jal	No.1 Quality	Ltr	5	
30	Mushroom_Tinned	Gopal/Ajanta	Kg	150	
31	Coconut_Powder	No.1 Quality	Kg	5	

32	Cooking_Soda	Tata	Kg	10	
33	Orange_Squash	800ml Kissan	Bot	300	
34	Lemon_Squash	800ml Kissan	Bot	300	
35	Grape_Squash	800ml Kissan	Bot	300	
36	Corn_Flour	Weikfield	Kg	100	
37	Custard	Weikfield	Kg	200	
38	Paneer_Tinned	Gopal/Ajanta/drained wt	Kg	1200	
39	Milk_Powder	Everyday	Kg	500	
40	Tea	Tata Tea	Kg	150	
41	Green_Tea	Lemon/Honey/Ginger	Kg	2	
42	Sugar	No.1 Quality	Kg	4000	
43	Coffee	Nescafe/Bru	Kg	5	
44	Biscuits	Bisk Farm/Britania/Parle	Kg	1500	
45	Semia	Vermicelli	Kg	350	
46	Papad	Lizat/Bikaji	Kg	650	
47	Pickle	Nilon's/Mother's	Kg	350	
48	Refined_Oil	Fortune/King's	Ltr	10500	
49	Mustard_Oil	Fortune/ King's	Ltr	300	
50	Vinegar	No.1 Quality	Ltr	12	
51	Pasta	Wiekfield/ Maggi	Kg	1500	
52	Kewra_Water	250ml Dabur	bot	20	
53	Posto_dana	JK/DNV	Kg	10	
	Group B				
54	Chilli_Powder	MDH/Everest	Kg	200	
55	Haldi_Powder	MDH/Everest	Kg	200	
56	Dhania_Powder	MDH/Everest	Kg	150	
57	Jeera_Powder	MDH/Everest	Kg	100	
58	Garam_masala	MDH/Everest	Kg	75	
59	Meat_Masala	MDH/Everest	Kg	100	
60	Chat_Masala	MDH/Everest	Kg	20	
61	Panch_Puran	MDH/Everest	Kg	100	
62	Teez_Patta	MDH/Everest	Kg	12	
63	Biryani_Masala	MDH/Everest	Kg	2	
64	Jeera_Gota	MDH/Everest	Kg	25	
65	Ajwine	MDH/Everest	Kg	10	
66	Chicken_Masala	MDH/Everest	Kg	5	
67	Kala_Jeera	MDH/Everest	Kg	5	
68	Black_Pepper	MDH/Everest	Kg	15	
69	Meethi_Dana	MDH/Everest	Kg	5	
70	Fish_Masala	MDH/Everest	Kg	5	
71	Salt_Iodised	Tata/Everyday	Kg	2500	
72	Black_Salt	MDH/Everest	Kg	5	
73	Char_Magaj	MDH/Everest	Kg	10	

74	Dal_Chini	MDH/Everest	Kg	5	
75	Sabodh_Mirch	MDH/Everest	Kg	100	
76	Sabodh_Garam_Masala	MDH/Everest	Kg	5	
77	Sambar_Masala	MDH/Everest	Kg	5	
78	Mustard_Seeds	Black	Kg	5	
79	Cardamons	No.1 Quality	Kg	5	
80	Raisin	No.1 Quality	Kg	60	
81	Jaiful_Nutmeg	No.1 Quality	Kg	1	
82	Joyatri	No.1 Quality	Kg	1	
83	Bournvita	Cadbury	Kg	280	
84	Tomato_Purie	No.1 Quality	Kg	50	
85	Ghee	Dalda	Kg	400	
86	Dry_Yeast	No.1 Quality	Kg	50	
87	Baking_Powder	No.1 Quality	kg	5	
88	Bread_improver	No.1 Quality	Kg	5	
89	Baking_Soda	No.1 Quality	Kg	5	
90	Essence	No.1 Quality	Ltr	5	
91	Veg_cake_powder	No.1 Quality	Kg	2	
92	Coco_powder	No.1 Quality	Kg	2	
93	Cake_Gel		Kg	5	
94	Choco_bar		Kg	2	
95	Mix_fruit_Tin	Golden Crown	Kg	50	
96	Wheat_Gluten	Rani/Aashirvaad	Kg	2	
97	Butter	Nutriline	Kg	300	
98	Butter	Amul	Kg	750	
99	Jeera_Mowri	mouth Freshner 1kg pkt	Pkt	5	
100	Drinking_water_bottle	300ml	Bot	2400	
101	Real_Juice	150mlTetra Pack	Nos	1200	
102	Amul_Tru_Tetra_pack	150ml Tetra Pack	Nos	1200	
103	Frooti	150ml Tetra Pack	Nos	1200	
104	Bhujia_Moong_dal_fry	Haldiram (50g)	Pkt	6500	
105	Bhujia_Pao_bhaji_fry	Haldiram (50g)	Pkt	6500	
106	Lays	67g	piece	1200	
107	Kurkure	75g	piece	1200	
108	Cadbury chocolate	35g	piece	1200	
109	Tissue_paper	50 pc pkt	Pkt	100	
110	Tooth_Pick	100 pc pkt	Pkt	20	
111	Calcium_Propionate		Kg	5	
112	Silver_foil		Pkt	10	
113	Thin_film_wrap		Pkt	10	
114	Butter_paper		Pkt	10	
115	Cake_paper		Pkt	10	

116	Cupcake_Butter_paper	95mm 1000pc/pkt	Pkt	60	
117	Brown Paper for Bread		pc	200	
118	Floor_Cleaner	Lizol	Kg	120	
119	Dish_Washer_Detergent	Vim	Kg	1000	
120	Dish_Scrubber	Steel Wool	pc	480	
121	Disposable_hand_glove	50 pc	Pkt	40	
122	Disposable_waiter_cap	50 pc	Pkt	40	
123	Oven hand Glove		Pr	10	

NOTE:

(a) All the concerned are requested to make a mandatory note that rate in respect of **all the 123 items (as per RFP) should be quoted compulsorily**. Please note that the candidature of the firm will not be considered in the following case while preparing the CST:-

(i) Whosoever firm is quoting for few items only, instead of quoting all the Dry Ration Items.

(ii) Even not quoting of a single dry ration item, out of 123 items also place the concerned firm under rejection category only. In this regard, no further Correspondence will be made/entertained against that firm.

(b) Samples of Dry Ration items (as per RFP) are required to be submitted at the pre- bid time.

(c) Please note that do not quote abnormal/freakish rates.

(d) Approximate quantity as indicated against each item has been arrived at on the basis of previous year's consumption/procurement figures.

(e) The said quantity for the current year may increase/decrease as per the actual requirement of the school.

2. **Delivery Period.** Delivery period for supply of items would be as per the supply order issued from time to time w.e.f the dates stipulated in Supply Order **(Weekly Once)** from the effective date of contract and the penalty will be levied at 0.5% of the order value for each day of delay or as per GeM.

3. **Stage Payment Terms.** The payment will be made on receipt of 100% delivery of the items as per supply order given time to time at site and inspection. All payments will be made to the contractor on fortnightly basis after deducting the income tax as per Govt rules. No advance payment will be made by the school. All the invoices /bills shall be supported by necessary documents and submitted in duplicate for the certification of authorized official of the unit/firm. The rates should be quoted inclusive of all taxes, transportation, packing charges etc. Nothing shall be paid over and above these unit rates.

4. **Consignee Details**. The Principal, Sainik School Punglwa, Peren, Nagaland.

5. **Delivery**. The items should be delivered at the Cadets' mess/place earmarked by the authorities of Sainik School Punglwa. All items physically to be handed over to the concerned staff of Sainik School Punglwa.

6. **Earnest Money Deposit and E-PBG**. Bidders are required to submit separate Earnest Money Deposit (EMD) and e-PBG As applicable in GeM rules and Regulations mentioned in the bid document in favour of the Principal Sainik School Punglwa, District - Peren, Nagaland PIN – 797106 as per GeM. The School Current A/c details are as under:-

(a)	Name of the Bank	:	State Bank of India
(b)	Name of the Branch	:	Medziphema
(c)	Branch Code	:	06759
(d)	Account No.(Current)	:	11667723555
(e)	IFSC Code	:	SBIN0006759

Station : _____

Date : _____

Signature of Tenderer(s) _____
(Name & Address in full and Capacity)
(i.e. Proprietor/Partner/Authorised
Attorney etc)
Telephone No.

(RUBBERSTAMP)

PART III – STANDARD CONDITIONS OF RFP

(Only relevant portion of the standard conditions have been reproduced below. For the complete conditions, you may logon to Ministry of Defence website)

1. **Law:** The Contract shall be considered and made in accordance with the laws of the Republic of India. The contract shall be governed by and interpreted in accordance with the laws of the Republic of India.
2. **Effective Date of the Contract:** The contract shall come into effect as per GeM.
3. **Arbitration:** All disputes or differences arising out of or in connection with the Contract shall be settled by bilateral discussions. Any dispute, disagreement or question arising out of or relating to the Contract or relating to construction or performance, which cannot be settled amicably, may be resolved through arbitration. The standard clause of arbitration is as per Forms DPM-7, DPM-8 and DPM-9.
4. **Penalty for use of Undue influence:** The Firm/Agency under takes that is has not given, offered or promised to give, directly or indirectly, any gift, consideration, reward, commission, fees, brokerage or inducement to any person in service of the User or otherwise in obtaining the Contracts or for bearing to door for having done or for borne to do any act in relation to the obtaining or executing of the present Contract or any other Contract with the Government of India for showing or for bearing to show favour or disfavor to any person in relation to the present Contract or any other Contract with the Government of India. Any breach of the aforesaid undertaking by the firm/agency or any one employed by it or acting on its behalf (whether with or without the knowledge of the said firm/agency) or the commission of any offers by the bidder or anyone employed by him or acting on his behalf, as defined in Chapter IX of the Indian Penal Code, 1860 or the Prevention of Corruption Act, 1986 or any other Act enacted for the prevention of corruption shall entitle the User to cancel the contract and all or any other contracts with the bidder/bidders and recover from the bidder the amount of any loss arising from such cancellation. A decision of the User or his nominee to the effect that breach of the undertaking had been committed shall be final and binding on the bidder(s). Giving or offering of any gift, bribe or inducement or any attempt at any such act on behalf of the bidder towards any officer/employee of the User or to any other person in a position to influence any officer/employee of the User for showing any favour in relation to this or any other contract, shall render the bidder to such liability/ penalty as the User may deem proper, including but not limited to termination of the contract, imposition of penal damages, forfeiture of the Bank Guarantee and refund of the amounts paid by the User.
5. **Agents/Agency Commission.** The bidder confirms and declares to the User that the bidder is the original provider of the services referred to in this Contract and has not engaged any individual or firm, whether Indian or foreign whatsoever, to intercede, facilitate or in any way to recommend to the Government of India or any of its functionaries, whether officially or unofficially, to the award of the contract to the bidder; nor has any amount been paid, promised or intended to be paid to any such individual or firm in respect of any such

intercession, facilitation or recommendation. The bidder agrees that if it is established at any time to the satisfaction of the User that the present declaration is in anyway incorrect or if at a later stage it is discovered by the User that the bidder has engaged any such individual/firm, and paid or intended to pay any amount, gift, reward, fees, commission or consideration to such person, party, firm or institution, whether before or after the signing of this contract, the bidder will be liable to refund that amount to the User. The bidder will also be debarred from entering into any Services Contract with the Government of India for a minimum period of five years. The User will also have a right to consider cancellation of the Contract either wholly or in part, without any entitlement or compensation to the bidder who shall in such an event be liable to refund all payments made by the User in terms of the Contract along with interest at the rate of 2% per annum above LIBOR rate. The User will also have the right to recover any such amount from any contracts concluded earlier with GOI.

6. **Access to Books of Accounts.** In case it is found to the satisfaction of the User that the Bidder has engaged an Agent or Paid commission or influenced any person to obtain the contract as described in clauses relating to Agents/Agency Commission and penalty for use of undue influence, the Bidder, on a specific request of the User, shall provide necessary information/inspection of the relevant financial documents/information.

7. **Non-disclosure of Contract documents.** Except with the written consent of the User/Bidder, other party shall not disclose the contractor any provision, specification, or information thereof to any third party.

8. **Liquidated Damages.** In the event of the contractor's failure to submit the Bonds, Guarantees and Documents, supply the stores/goods and conduct trials, installation of equipment, training etc as specified in this Supply/Work Order, Buyer may, at this discretion, withhold any payment until the completion of the Supply / Work Order. The Buyer may also deduct from the Seller as agreed, Liquidated Damages to the sum of 0.5% of the Supply Order price of the delayed/undelivered stores/services mentioned above for every week of delay or part of a week, subject to the maximum value of the Liquidated Damages being not higher than 10% of the value of delayed stores or as per prevailing GeM rules.

9. **Liability for Damage.** As per GeM bid conditions.

10. **Quality Management.** As per FSSAI/AGMARK and bid conditions.

11. **Termination of Contract.** As per GeM bid conditions.

12. **Notices.** Any notice required or permitted by the contract shall be written in the English language and maybe delivered personally or maybe sent by FAX or registered pre - paid mail.

13. **Transfer and Sub-letting.** The Bidder has no right to give, bargain, sell, assign or sublet or otherwise dispose of the Contractor any part thereof, as well as to give or to let a third party take benefit or advantage of the present Contractor any part thereof.

14. **Amendments.** No provision of present Contract shall be changed or modified in any way (including this provision) either in whole or in part except by an instrument in writing made after the date of this Contract and signed on behalf of both the parties and which expressly states to amend the present Contract.

15. **Taxes and Duties.** As per GeM Portal.

Station : _____

Date : _____

Signature of Tenderer(s) _____
(Name & Address in full and Capacity)
(i.e. Proprietor/Partner/Authorised
Attorney etc)
Telephone No.

(RUBBERSTAMP)

PART IV – SPECIAL CONDITIONS

(Only relevant portion of the standard conditions have been reproduced below. For the complete conditions, you may logon to Ministry of Defence website)

The Bidder is required to give confirmation of their acceptance of Special Conditions of the RFP mentioned below which will automatically be considered as part of the Contract concluded with the successful Bidder (i.e. Seller in the Contract) as selected by the Buyer. Failure to do so may result in rejection of Bid submitted by the Bidder.

1. **Performance Bank Guarantee**. The bidder will be required to furnish a Performance Guarantee in favour of Bank Guarantee through a public sector bank (SBI or PNB or Canara Bank) or a private sector bank authorized to conduct government business (ICICI Bank Ltd., Axis Bank Ltd or HDFC Bank Ltd.) for a sum equal to 5% of the contract value within 30 days of receipt of the confirmed order. Performance Bank Guarantee should be valid up to 60 days beyond the date of contract. The specimen of PBG is given in Form DPM-15 (available in MoD website and can be provided on request).
2. **Advance Payments**. No advance payment(s) will be made.
3. **Remittance of Payment**. It will be mandatory for the Bidders to indicate their bank account numbers and other relevant e-payment details so that payment could be made through ECS/EFT mechanism instead of payment of through cheques, wherever feasible. On delivery of the items after inspection by the Duty Master of the day of Sainik School Punglwa or any other person(s) nominated by the School Authorities only that particular item will be accepted. In this regard, any deviation with regard to quality or quantity as per Supply Order, the item will be returned immediately and all expenses will be borne by the supplier. Payment will be remitted within fifteen days time on receipt of the item.
4. **Fall clause**. The following fall clause will form part of the contract placed on successful bidder.
 - (a) The price charged for the service provided under the contract by the contractor shall in no event exceed the lowest prices the Bidder bids the services or offer to provide services of identical description to any persons/organization including the User or any department of the central government or any department of state government or any statutory undertaking the central or state government as the case maybe during the period till performance of all contracts placed during the currency of the rate contract is completed.
 - (b) If at any time, during the said period the Bidder reduces the rates of services provide such services to any person/organization including the user or any dept,of central govt. or any department of the State Govt or any statutory under taking of the central or state government as the case maybe at a rate lower than the chargeable under the contract, the firm shall forth with notify such reduction to the User the existing or previous rate contracts as also under any previous services entered into with the Central or State Govt. Depts, including their undertaking excluding joint sector companies and/or private parties and bodies.

(c) **Risk & Expense**. The customer will have the right to make good any short fall in the services of the contractor at his risk and cost by hiring and purchasing clearing material from outside agency, in addition to deduction of penalty mentioned above from the monthly bill of the firm from the PBG submitted by the firm.

(d) The customer shall be entitled to deduct from the pending bills of the contractor all such sums of money as may be claimed by the govt. in terms of herein mentioned ad clauses of the agreement. Any sum of money not covered by the amount of said bill shall be liable to be deducted for the PBG of the contract.

5. **Submission of Invoice / Bill:-** The supplier / Contractor has to submit the Invoice / Bill on transaction basis. Without Invoice / Bill the supply of items will not be accepted. Submission of Invoice / Bill rules will be applicable as per GeM as per supply batch. The bill would be generated for accepted quantity of goods after discarding goods which are not found fit for consumption i.e. Expired items, Expiry date falling before likely date of consumption i.e. minimum 30 days of self life to be balance at the time of delivery.

Station : _____

Date : _____

Signature of Tenderer(s) _____
(Name & Address in full and Capacity)
(i.e. Proprietor/Partner/Authorised
Attorney etc)
Telephone No.

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PART V–EVALUATION CRITERIA & PRICE BID ISSUES

Evaluation Criteria. Evaluation will be based on Sum of total cumulative (Qty X Rate) estimated value of all the items as per Schedule of Requirement taken together.

Station : _____

Date : _____

Signature of Tenderer(s) _____
(Name & Address in full and Capacity)
(i.e. Proprietor/Partner/Authorised
Attorney etc)
Telephone No.

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DETAILS OF VENDOR**APPENDIX – A**

(Refer para 33(a)(i) of Part – I of RFP)

1	Name of Firm/Contractor		
2	Office Address (Attach photo of firm/individual)		
3	Office Telephone Number/ Mobile		
4	Fax Number		
5	e-mail		
6	GST No (Attach documents)		
7	Nature of Company	Please Tick(√) where applicable)	
		(a) Proprietary	<input type="checkbox"/>
		(b) Pvt Ltd	<input type="checkbox"/>
		(c) PSU	<input type="checkbox"/>
		(d) Ex-Servicement Unit	<input type="checkbox"/>
		(e) Partnership	<input type="checkbox"/>
		(f) Others	<input type="checkbox"/>
8.	Give Name, residential address with telephone of proprietor for Proprietary OR Give Name, designation, residential address of Chief Executive or Managing Director for Pvt Ltd OR Give Name, address, Telephone No. With Partnership Deed (if partnership firm)		

9	Nature of Business	Please Tick(√) where applicable) (a) Trader <input type="checkbox"/> (b) Dealer <input type="checkbox"/> (c) Supplier <input type="checkbox"/> (d) Processor <input type="checkbox"/> (e) Sole selling or Authorized Agent <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
10.	Details of Registration (Attach proof of valid registration) (a) NSIC/SSI (b) MSME (c) Sainik School_____ & (d) Other Defence Departments (e) Other Govt Departments	Please Tick(√) Yes /No & Give details if YES Yes <input type="checkbox"/> /No <input type="checkbox"/> Yes <input type="checkbox"/> /No <input type="checkbox"/> Yes <input type="checkbox"/> /No <input type="checkbox"/> Yes <input type="checkbox"/> /No <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/>	
11.	If Yes, give the following details (a) Department registered with (b) Date of registration and validity (c) Category of Services for which registered (d) User Satisfaction performance Certificate (if any)		
12.	Have you Got ISO/ISI/FSSAI/AGMARK Certification, If yes give details (attach copy of certification)		
13.	Documents required to be submitted	As mentioned vide Appendix C to this RFP.	

Station : _____

Date : _____

Signature of Tenderer(s) _____
 (Name & Address in full and Capacity)
 (i.e. Proprietor/Partner/Authorised
 Attorney etc)
 Telephone No.

(RUBBERSTAMP)

APPENDIX-‘B’

(Refer para 33(a)(ii) of Part – I of RFP)

**DECLARATION REGARDING BLACKLISTING/DEBARRING FROM
TAKING PART IN BID**

1. I/We, _____ Proprietor/Partner(s)/
Director(s) of M/s _____ (Name of
Company/Firm/Agency) do, hereby, declare that the firm/ company/ have not been Agency
namely M/s _____ blacklisted or
debarred by any Government Organisation/ PSU from taking part in Bids. I / we are fully aware
that the Bid/contract will be rejected /cancelled by Sainik School Punglwa at any time during
the execution of contract, if the above information is found false and EMD/Security Deposit
shall be forfeited.

2. In addition to the above, Sainik School Punglwa, will not be responsible to pay the bills
for any partially completed work

Seal of the company

Signature: _____

Name: _____

Capacity in which signed: _____

Name & address of the firm: _____

**GENERAL FORMAT FOR PERFORMANCE CERTIFICATION TO BE OBTAINED
FROM CLIENTS**

(TO BE UPLOADED IN GeM FROM TWO CLIENTS SERVED IN THE LAST THREE YEARS
AT LEAST ONE FROM THE EXISTING / ACTIVE CLIENT)

1. Name of the client Organization : _____
2. Address : _____
3. Name and Designation of the Official
Furnishing this certification : _____
Contact Number and Mail ID of the
Official Furnishing this certification : _____
4. Period of the Contract : _____
5. Please tick numerical five marks being the maximum score:

SL No	Requirement	1	2	3	4	5	Remarks/ Justification
1.	Whether the contractor managed to supply entire year as per contract.						
2.	During the period of contract whether the good quality items provided by the Contractor						
3.	During the period of Contract any price escalation happened. If so, as per contract, the contractor supplied without reduction of Item on projected vide Supply Order						
4.	Whether contractor supplied items as per the supply order.						

1: Poor,

2: Average

3: Good

4: Satisfactory

5: Excellent

Signature: _____

Name: _____

Designation _____

Seal of the organisation

Appendix–‘D’

(Refer Para 33(a)(xi) of Part-I of RFP)

ACCEPTANCE OF TERMS AND CONDITIONS
(TO BE SUBMITTED ON LETTER PAD OF THE BIDDER)

“WE ACCEPT THE TERMS AND CONDITIONS MENTIONED IN THE TENDER
ENQUIRY No. SSPN/QM/311/TDR/2025-26 dated 30 Mar 25.

Station : _____

Date : _____

Signature of Tenderer(s) _____
(Name & Address in full and Capacity)
(i.e. Proprietor/Partner/Authorised
Attorney etc)
Telephone No.

(RUBBER STAMP)

Appendix – ‘E’

(Refer para 33(b) of Part-I of RFP)

PRICE BID FORMAT
SUPPLY OF DRY RATION ITEMS

Sr No	ITEM	SPECIFICATION	UNIT	APPROX QTY ANNUAL REQ	RATE RS PER KG/LTR
	Group A				
1	Rice	Andhra Arham(Boiled)	Kg	53000	
2	Rice Basmati	1kg pkt India Gate/Fortune/Daawat	Kg	100	
3	Atta	Amar	Kg	5000	
4	Maida	Amar	Kg	4000	
5	Besan	Fortune/Shakti bhog	Kg	1000	
6	Dal_Masoor	No.1 Quality	Kg	2500	
7	Dal_Chana	No.1 Quality	Kg	1600	
8	Dal_Urad_White	No.1 Quality	Kg	1900	
9	Dal_Moong	No.1 Quality	Kg	1900	
10	Dal_Green_Moong	No.1 Quality	Kg	900	
11	Dal_Arhar	No.1 Quality	Kg	2100	
12	Rajma	No.1 Quality	Kg	850	
13	Kala_Channa	No.1 Quality	Kg	600	
14	Kabli_Channa	No.1 Quality	Kg	1500	
15	Green_Matar	No.1 Quality	Kg	1000	
16	Dry_Pea	No.1 Quality	Kg	1000	
17	Soya_Bean_nuggets	Nutrela	Kg	400	
18	Peanuts_Goota	No.1 Quality	Kg	500	
19	Cashew_Nut	No.1 Quality	Kg	5	
20	Chow	No.1 Quality	Kg	1500	
21	Suji	Ganesh	Kg	600	
22	Tomato_Sauce	Kissan/Nestle	Kg	1000	
23	Jam	Kissan/Patanjali	Kg	800	
24	Soya_Sauce	700ml bot	Bot	200	
25	Mayonnaise	No.1 Quality	Kg	100	
26	Amul_Taza	Amul Tetra pack	Ltr	300	
27	Fresh_cream	Amul Tetra pack	Kg	300	
28	Honey	Dabur	Kg	5	
29	Gulab_Jal	No.1 Quality	Ltr	5	
30	Mushroom_Tinned	Gopal/Ajanta	Kg	150	
31	Coconut_Powder	No.1 Quality	Kg	5	
32	Cooking_Soda	Tata	Kg	10	
33	Orange_Squash	800ml Kissan	Bot	300	

34	Lemon_Squash	800ml Kissan	Bot	300	
35	Grape_Squash	800ml Kissan	Bot	300	
36	Corn_Flour	Weikfield	Kg	100	
37	Custard	Weikfield	Kg	200	
38	Paneer_Tinned	Gopal/Ajanta/drained wt	Kg	1200	
39	Milk_Powder	Everyday	Kg	500	
40	Tea	Tata Tea	Kg	150	
41	Green_Tea	Lemon/Honey/Ginger	Kg	2	
42	Sugar	No.1 Quality	Kg	4000	
43	Coffee	Nescafe/Bru	Kg	5	
44	Biscuits	Bisk Farm/Britania/Parle	Kg	1500	
45	Semia	Vermicelli	Kg	350	
46	Papad	Lizat/Bikaji	Kg	650	
47	Pickle	Nilon's/Mother's	Kg	350	
48	Refined_Oil	Fortune/King's	Ltr	10500	
49	Mustard_Oil	Fortune/ King's	Ltr	300	
50	Vinegar	No.1 Quality	Ltr	12	
51	Pasta	Wiekfield/ Maggi	Kg	1500	
52	Kewra_Water	250ml Dabur	bot	20	
53	Posto_dana	JK/DNV	Kg	10	
	Group B				
54	Chilli_Powder	MDH/Everest	Kg	200	
55	Haldi_Powder	MDH/Everest	Kg	200	
56	Dhania_Powder	MDH/Everest	Kg	150	
57	Jeera_Powder	MDH/Everest	Kg	100	
58	Garam_masala	MDH/Everest	Kg	75	
59	Meat_Masala	MDH/Everest	Kg	100	
60	Chat_Masala	MDH/Everest	Kg	20	
61	Panch_Puran	MDH/Everest	Kg	100	
62	Teez_Patta	MDH/Everest	Kg	12	
63	Biryani_Masala	MDH/Everest	Kg	2	
64	Jeera_Gota	MDH/Everest	Kg	25	
65	Ajwine	MDH/Everest	Kg	10	
66	Chicken_Masala	MDH/Everest	Kg	5	
67	Kala_Jeera	MDH/Everest	Kg	5	
68	Black_Pepper	MDH/Everest	Kg	15	
69	Meethi_Dana	MDH/Everest	Kg	5	
70	Fish_Masala	MDH/Everest	Kg	5	
71	Salt_Iodised	Tata/Everyday	Kg	2500	
72	Black_Salt	MDH/Everest	Kg	5	
73	Char_Magaj	MDH/Everest	Kg	10	
74	Dal_Chini	MDH/Everest	Kg	5	
75	Sabodh_Mirch	MDH/Everest	Kg	100	

76	Sabodh_Garam_Masala	MDH/Everest	Kg	5	
77	Sambar_Masala	MDH/Everest	Kg	5	
78	Mustard_Seeds	Black	Kg	5	
79	Cardamons	No.1 Quality	Kg	5	
80	Raisin	No.1 Quality	Kg	60	
81	Jaiful_Nutmeg	No.1 Quality	Kg	1	
82	Joyatri	No.1 Quality	Kg	1	
83	Bournvita	Cadbury	Kg	280	
84	Tomato_Purie	No.1 Quality	Kg	50	
85	Ghee	Dalda	Kg	400	
86	Dry_Yeast	No.1 Quality	Kg	50	
87	Baking_Powder	No.1 Quality	kg	5	
88	Bread_improver	No.1 Quality	Kg	5	
89	Baking_Soda	No.1 Quality	Kg	5	
90	Essence	No.1 Quality	Ltr	5	
91	Veg_cake_powder	No.1 Quality	Kg	2	
92	Coco_powder	No.1 Quality	Kg	2	
93	Cake_Gel		Kg	5	
94	Choco_bar		Kg	2	
95	Mix_fruit_Tin	Golden Crown	Kg	50	
96	Wheat_Gluten	Rani/Aashirvaad	Kg	2	
97	Butter	Nutriline	Kg	300	
98	Butter	Amul	Kg	750	
99	Jeera_Mowri	mouth Freshner 1kg pkt	Pkt	5	
100	Drinking_water_bottle	300ml	Bot	2400	
101	Real_Juice	150mlTetra Pack	Nos	1200	
102	Amul_Tru_Tetra_pack	150ml Tetra Pack	Nos	1200	
103	Frooti	150ml Tetra Pack	Nos	1200	
104	Bhujia_Moong_dal_fry	Haldiram (50g)	Pkt	6500	
105	Bhujia_Pao_bhaji_fry	Haldiram (50g)	Pkt	6500	
106	Lays	67g	piece	1200	
107	Kurkure	75g	piece	1200	
108	Cadbury chocolate	35g	piece	1200	
109	Tissue_paper	50 pc pkt	Pkt	100	
110	Tooth_Pick	100 pc pkt	Pkt	20	
111	Calcium_Propionate		Kg	5	
112	Silver_foil		Pkt	10	
113	Thin_film_wrap		Pkt	10	
114	Butter_paper		Pkt	10	
115	Cake_paper		Pkt	10	
116	Cupcake_Butter_paper	95mm 1000pc/pkt	Pkt	60	
117	Brown Paper for Bread		pc	200	
118	Floor_Cleaner	Lizol	Kg	120	

119	Dish_Washer_Detergent	Vim	Kg	1000	
120	Dish_Scrubber	Steel Wool	pc	480	
121	Disposable_hand_glove	50 pc	Pkt	40	
122	Disposable_waiter_cap	50 pc	Pkt	40	
123	Oven hand Glove		Pr	10	

1. I hereby quote for supply of the above stated items for the period as per GeM Portal
 2. I/We also agree to the fact that my/our Security Deposit shall be returned to me/us without any interest only after the end of the contract agreement period subject to faithfully performing the agreement by me/us and subject to submission of No Demand Certificate (NDC) or PBG Certificate in original after completion of contract.
- NOTE:- THE ABOVE ESTIMATED QUANTITY IS APPROXIMATE, BASED ON THE LAST ONE YEAR DATA.THIS MAY INCREASE OR DECREASE BASED ON THE STRENGTH OF THE SCHOOL. THE PAYMENT WILL BE BASED ON ACTUAL DEMAND NOT ON THE ESTIMATED ONE.**
3. The approx. quantity reckoned for ten months. The firm while quoting the rate includes all necessary taxes, transport, Labour Charges, Loading / Unload Charges and delivery at Cadet Mess, Sainik School, Punglwa.
 4. Please note that the date of supply maybe as per the supply order **(weekly once)**. No delay will be accepted. If so liquidate damages as per GeM Rules will be applicable.
 5. Income tax deductions & payment may be made as per the Government Rules issued from time to time.

Station : _____

Date : _____

Signature of Tenderer(s) _____
 (Name & Address in full and Capacity)
 (i.e. Proprietor/Partner/Authorised
 Attorney etc)
 Telephone No.

(RUBBER STAMP)

CHECKLIST

(please note that wherever applicable / required the bidder may prepare the following on the letter pad, duly signed and stamped and the same is to be uploaded in the technical details of GeM Portal. No manual transaction is acceptable and which will be summarily be rejected. All the required following documents are to be submitted without fail)

1. One PDF file consisting of following other than commercial / price bid details repeat **PRICE BID DETAILS NOT TO BE ATTACHED ALONG WITH THE TECHNICAL DETAILS:-**

- (i) Details of Firm/Vendor Details (as per **Appendix-A**).
- (ii) Declaration regarding black listing/ debarring from taking part in bid (as per **Appendix -B**).
- (iii) Experience in any residential school. **As per GeM conditions (If available)**
- (iv) Details of Annual turnover: **As per GeM conditions (if available)**
- (v) IT returns for the last 03 years. **(if available)**
- (vi) A Copy of GST Number.
- (vii) Scanned copy of FSSAI Certificate for the bidding / similar items. Firm Registration Certificate.
- (viii) Cancelled Cheque.
- (ix) Bank Details.
- (x) Performance Certification to be obtained at least for previous supplied firms of the similar (as per **Appendix -C**). **(If available)**
- (xi) Acceptance of certificate of terms & conditions (as per **Appendix-D**).
- (xiv) **Certificate/letter issued by the School at the time of mandatory pre Bid Meeting.**
- (xv) Submit your firm's location / address on the letter pad. It is intimated that the firm whose main branch office should be located a radius of 500 km distance from the Sainik School Punglwa.

Document to be submitted along with Commercial BID

2. The bidders are requested to upload the Price Bid Details as per format furnished at Appendix – 'E' to this RFP. No over writings / cuttings in the Price Bid will be accepted. Any violation will render the bid invalid.

Note:

(i) The approx. quantity reckoned for ten months. The firm while quoting the rate may include all necessary taxes, transport, Labour Charges, Loading / Unload Charges and delivery at Cadet Mess, Sainik School, Punglwa.

(ii) Please note that the date of supply may be as per the supply order. (Once in two week) No delay will be accepted. If so liquidate damages as per GeM Rules will be applicable.

(iii) Income tax deductions & payment may be made as per the Government Rules issued from time to time.

Station : _____

Date : _____

Signature of Tenderer(s) _____
(Name & Address in full and Capacity)
(i.e. Proprietor/Partner/Authorised
Attorney etc)
Telephone No.

(RUBBER STAMP)