



केन्द्रीय विद्यालय नगाँव KENDRIYA VIDYALAYA NAGAON

डाकघर- इटाचाली, जिला- नगाँव, असम, पिन-782003

P.O.-Itachali Dist.-Nagaon(Assam), Pin:782003

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केन्द्रीय विद्यालयक्रमांक:- 1484, स्टेशन क्रमांक :- 261, CBSE/ के मा शि बोर्ड AFL No -200014, CBSE School No 39276

F. No. / 44 /KVN/2021-22/ 303

Date: 03/09/2021

Subject: Invitation of tender for supply of Security and Conservancy Services -Reg.

Madam/Sir

1. Kendriya Vidyalaya Nagaon, an Educational Institute run by Kendriya Vidyalaya Sangathan, an autonomous Body under Government of India, Registered under Societies Act, 1860. The Sangathan administers the scheme of Kendriya Vidyalaya set up for imparting education to the children of transferable Central Govt. Employees along with others.
2. Sealed competitive quotations from farms/service providers are invited in letter head of the farm service provider agency by the Principal, Kendriya Vidyalaya, Nagaon on behalf of Kendriya Vidyalaya Sangathan for providing/ supply of the following service/items.

<u>Brief description of service/Item</u>
1. Security and Conservancy Services.

2. Bid Price:

- (a) The contract shall be for the supply of the above-mentioned services/items to the Kendriya Vidyalaya Nagaon. The bidder shall quote bid for the services/items in the letter head of the farm agency/service provider. Correction, if any, require shall be made by crossing out. initialling with date and rewriting.
- (b) All duties, taxes and other levies payable by the bidder shall be included in the total price. However, the tax and duties leviable to be quoted separately.
- (c) The rates quoted by the bidder shall be fixed and valid for **the duration of the contract i.e. for one year from the date of award of the contract.**
- (d) The prices to be quoted in Indian Rupees only.
- (e) Each bidder shall submit only one quotation.
- (f) Quotations are to be submitted through registered post only addressing "To The Principal, Kendriya Vidyalaya Nagaon, Ratnapur, Difolu Raod, Near Polytechnic College, P.O. Itachali, Nagaon, Pin-781002" clearly **super scribing on the envelop AS "QUOTATION FOR SUPPLY OF SECURITY AND CONSERVANCY SERVICES"**. Quotations if submitted through E. Mail, Fax or By Hand etc. shall not be valid and accepted.
- (g) The bid to be submitted along with EMD for Rs. 5000/- (Rupees Five Thousand only) in the form of valid Cheque or Bank guarantee in favour of "KENDRIYA VIDYALAYA NAGAON VVN ACCOUNT" payable at Nagaon. The EMD paid will be refunded in the case of unsuccessful bidders within 90 (Ninety) days from the date of opening of

quotations. Quotation(s) without EMD of Rs. 5000/- (Rupees Five Thousand only) shall be summarily rejected without assigning any reason thereof.

- (h) The farm/Agency/Service Provider must enclose supporting documents in favour of the farm/Agency/Service Provider like registration certificates for similar work, GST, IT-PAN, TAN etc. without fail.

(i) **Validity of quotation:**

The quotation shall remain valid for a period not less than 90 days after the deadline specified for submission of quotations

3. **Evaluation of quotations:**

The purchaser will evaluate and compare the quotations determined to be substantially Responsive i.e. which are :

- a) Properly signed and
- b) Conform to the items, conditions and specifications.

The evaluation would be done for all the service/items. The bidder who has quoted for partial quantity of any or more item(s)/services would be treated as non-responsive. The contractor shall keep in mind that the rates quoted shall be competitive and do not in any manner whatsoever compromise with the quality of items and services to be provided by him as per the terms and conditions. KV Nagaon will award the contract to the responsive bidder whose quote is the lowest. However, this does not restrict the purchaser from imposing any further conditions before awarding the contract.

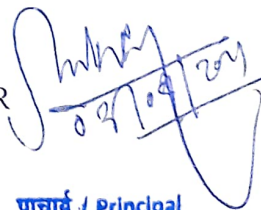
4. **AWARD OF CONTRACT:**

- A) The purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest price. (L1)
- B) The bidder whose bid is accepted will be notified of the award of the contract by the office prior to expiry of the quotation validity period.
- C) The notification of award shall clearly specify any change in the unit price or any other terms and condition accepted.
- D) Normal commercial warranty/guarantee shall be applicable to the supplied goods/services.
- E) Notwithstanding the above, the purchaser reserves the right to accept or reject any quotations, cancel the bidding process and reject all quotations at any stage/time prior to the award of contract.

5. **Last date and time of receipt of quotations:**

The quotation will be opened on 23-09-2021 at 03.30 p.m. by a committee designated for this purpose. The sealed quotation should be sent to the undersigned through registered/Speed post only latest to be received latest by 23-09-2021 up to 3.00 p.m. The envelop containing quotation must be mentioned- **“QUOTATION FOR SUPPLY OF SECURITY AND CONSERVANCY SERVICES”**

SANJAY SARKAR
PRINCIPAL
K V NAGAON



प्राचार्य / Principal
केन्द्रीय विद्यालय / Kendriya Vidyalaya
नगाँव-असम / Nagaon-Assam

Signature of the Party with date & sea

APPLICATION PROFORMA

(On letter pad of Farm)