

കേന്ദ്രീയ വിദ്യാലയ എറണാകുളം , കടവന്ത്ര പി. ഒ, എറണാകുളം , കൊച്ചി - 682 020
KENDRIYA VIDYALAYA ERNAKULAM
कडवंत्रा पी.ओ, काँचि -682 020
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F.No. 31089 /KVE/2016-17

Date:- 14.03.2017

To,

Sub: Quotation for the supply of Exam Materials/Printing items

Dear Sirs,

Sealed quotation for the supply of articles shown in the attached statement is invited by the undersigned on behalf of the Kendriya Vidyalaya Ernakulam, Kadavanthra P.O, Kochi- 682 020 Kerala up to 1.30 P.M. by 04-04-2017. Quotation should be send under strong sealed cover marked as "Quotation for the PRINTING and SUPPLY of EXAMINATION STATIONERY" and not by name. The quotations will be opened in the office of the undersigned at 4:00 pm on 04-04-2017.

1. The quotations shall be submitted according to the terms and conditions specified in the succeeding paragraphs. Unless specified otherwise in the quotations, it shall be construed that the terms and conditions stipulated hereunder have been agreed to. The rates should be F.O.R. and should include excise duty, sales tax, freight charges, any other taxes, rates or impositions whatever liable in respect of the supplies. The Kendriya Vidyalaya shall not be liable to pay any tax, freight etc. which has not been expressly stipulated.
2. The quantity of articles indicated in the attached statement may be increased or decreased at the discretion of the undersigned without assigning any reason.
3. Prior to acceptance of the quotation, the undersigned reserves the right to call for samples or inspection and the contractor shall be liable to arrange for inspection of the samples.
4. In the event of acceptance of the quotation and placing of the order for purchase, the articles ordered for would be subjected to an inspection by the undersigned or his representative and are liable to be rejected if the articles supplied are not according to approved samples or do not conform to the specifications prescribed.

5. The rates quoted by the contractors shall hold good upto 31.03.2018. No amendment in the rate except increase in the rates of sales tax during the period of execution of the contract will be accepted.
6. In case the agency is not able to fulfill the terms for delivery, it shall render them liable for liquidated damages.
7. Quotation for supply of items of better specification, if any, should be submitted separately in addition to that for items of specification mentioned in the statement attached.
8. A profile of the firm duly indicating main contracts undertaken along these lines with various organizations of repute may be attached to the quotation.
9. Quotations which do not comply with the above conditions are liable to be rejected.
10. The TIN/ PAN/ TAN Numbers of the firm should be quoted.
11. Payment will be made by DD/Cheque and TDS will be deducted as per IT rules

PRINCIPAL

All the above conditions are accepted by me/use

Signature of the Tenderer with the seal of the firm

Place :

Date:

Witness: 1) Signature_____

Name & Address

2) Signature_____

Name & Address

Schedule A

Specification of items for which quotation required

SINo	Description of goods / equipment	Brief specifications	Rate to be quoted in Rs.
1.	Exam Answer Books (Main Sheet)	Twenty Four Pages with school insignia (Rate may be quoted for 5000 Nos.)	Rs. _____
2.	Exam Answer Books (Main Sheet)	Twelve Pages with school insignia (Rate may be quoted for 5000 Nos.)	Rs. _____
3.	Exam Answer Books (Main Sheet)	Eight Pages with school insignia (Rate may be quoted for 5000 Nos.)	Rs. _____
4.	Supplementary Sheet	Four Pages with school insignia (Rate may be quoted for 10000 Nos.)	Rs. _____
5.	Class XI Result Register	Specimen copy can be seen from Vidyalaya (Rate should be per Nos.)	Rs. _____
6.	Progress report for XII	Specimen enclosed -Rate for per 100	Rs. _____
7.	Progress report for VI to X	Specimen enclosed -Rate for per 500	Rs. _____
8.	Progress report for XI	Specimen enclosed -Rate for per 100	Rs. _____
9.	Students profile	Specimen enclosed -Rate for per 500	Rs. _____
10.	Question paper printing	A4 Size, Maplatho paper (One side rate may quoted for 100 copies)	Rs. _____
11.	Question paper printing	A4 Size, Maplatho paper (Two side rate- for 100 copies)	Rs. _____
12.	Question paper printing (Hindi & Sanskrit)	A4 Size, Maplatho paper (One side rate for 100 copies)	Rs. _____
13.	Question paper printing (Hindi & Sanskrit)	A4 Size, Maplatho paper (Two side rate- for 100 copies)	Rs. _____

14.	Split-up syllabus	A4 Size (approx. 10 pages both side)	Rs. _____
15.	Teachers dairy (Primary)	Specimen copy can be seen from Vidyalaya (Rate should be per Nos.)	Rs. _____
16.	Teachers dairy (Secondary)	Specimen copy can be seen from Vidyalaya (Rate should be per Nos.)	Rs. _____
17.	Mark slip	Specimen copy can be seen from Vidyalaya (Rate should be per 100 Nos.)	Rs. _____
18.	Daily attendance register for staff(Big size)	Specimen copy can be seen from Vidyalaya (Rate should be per Nos.)	Rs. _____
19.	Daily attendance register for students (Big size)	Specimen copy can be seen from Vidyalaya (Rate should be per Nos.)	Rs. _____
20.	Anecdotal Record	Specimen copy can be seen from Vidyalaya (Rate should be per Nos.)	Rs. _____

Signature of the Tenderer with the seal of the firm

Place :

Date:

PAN NUMBER: