

## **INSTRUCTIONS FOR SUBMITTING THE BIDS**

The bids will be submitted in two separate envelopes, which will clearly specify name of the tenderer / vendor and type of Bid (Technical / Commercial).

### **Envelope I (Technical Bid) :**

- (i) Tender application form duly filled up in all respect along along with passport sized photograph pasted on the space provided
- (ii) Proof of valid firm / company registration or renewal of registration
- (iii) License for essential commodities (if applicable)
- (iv) PAN no GST/VAT/TIN (photocopy)
- (v) Tender form fee (Demand draft amounting to Rs. 100/- prepared in favour of the Principal Sainik School Balachadi payable at Jamnagar Or Cash receipt issued by the school)
- (vi) Earnest Money deposit (Demand Draft amounting to **Rs.1,500/-** prepared in favour of the Principal Sainik School Balachadi payable at Jamnagar Or Cash receipt issued by the school) as applicable

**Envelope II (Commercial Bid) :** Envelope II will consist of the rates quoted by the tenderer. Envelope II (commercial bid) will only be opened if all documents of Envelope I / technical bid are found in order.

**APPLICATION FOR TENDER FORM**  
**(Tender form fees Rs. 100/- non-refundable)**

(To be filled up by the Tenderer for issue of the Tender Form)

Tenderer's  
Photo

The Principal  
Sainik School, Balachadi ( Jamnagar)

Sir,

1. One copy of the tender form for **Running fruit and vegetable shop** tenderer may kindly be given to me on payment of Rs. 100/- (Non-Refundable). My particulars are as under:-

- (a) Name of the applicant: \_\_\_\_\_  
(in Capital Letters)
- (b) Address of the Applicant: \_\_\_\_\_
- (c) Police Station: \_\_\_\_\_
- (d) Name of the Owner: \_\_\_\_\_
- (e) Tele. No, if any: \_\_\_\_\_
- (f) In case of particulars, details of partner with partnership deeds : \_\_\_\_\_
- (g) Name & Address of the Bankers with A/C No. \_\_\_\_\_
- (h) Financial Solvency:-  
(i) Value of movable property: \_\_\_\_\_  
(ii) Value of immovable property: \_\_\_\_\_  
(iii) Capital investment in the business: \_\_\_\_\_
- (j) Particulars of Experience:-  
(i) Length in the trade: \_\_\_\_\_  
(ii) Full particulars of the Contract: \_\_\_\_\_
- (k) Sales Tax No. and Sale Tax clearance certificate for the last 5 years:- \_\_\_\_\_
- (l) Copy of the Income Tax Certificate:- \_\_\_\_\_
- (m) Whether holding license for essential commodities: \_\_\_\_\_
- (n) Were/are you involved in any police case: \_\_\_\_\_
- (o) Tender form fees paid vide DD/School receipt No \_\_\_\_\_ dtd \_\_\_\_\_ for Rs. \_\_\_\_\_
- (p) EMD paid vide DD/School receipt No \_\_\_\_\_ dtd \_\_\_\_\_ for Rs. \_\_\_\_\_

2. I hereby declare that the above particulars are true to the best of my knowledge and belief and in case any of the above information is found false at a later stage, my tender may be rejected.

Date : \_\_\_\_\_

(Signature of the tenderer /applicant)

(i) The information as stated above, furnished by the tenderer must have the copies of the documentary evidence enclosed.

(ii) Demand draft for tender form fees amounting to Rs. 100/- (non-refundable) and Demand Draft for Earnest Money Deposit (refundable) amounting to Rs. 1,500/- (Rupees One Thousand Five Hundred Only) prepared in favour of the Principal Sainik School Balachadi , payable at Jamnagar are to be submitted along with tender documents.

(iii) Rates are to be quoted inclusive all taxes and material /services are to be provided/ delivered at Sainik School Balachadi. Available warranty and guarantee are to be mentioned separately.

Envelope II Commercial Bid

**RUNNING OF FRUIT AND VEGETABLES SHOP  
IN SCHOOL SHOPPING COMPLEX**

SL NO	NOMENCLATURE	Rebate Amount Rs Ps	Remarks
1	Monthly rebate will be offered for running fruit and vegetables shop in school shopping complex		

Note :

(i) Demand draft for tender form fees amounting to Rs. 100/- (non-refundable) and Demand Draft for Earnest Money Deposit (refundable) amounting to Rs. 1,500/- (Rupees One Thousand Five Hundred Only) prepared in favour of the Principal Sainik School Balachadi , payable at Jamnagar are to be submitted along with tender documents.

(ii) Rates are to be quoted inclusive all taxes and material /services are to be provided/ delivered at Sainik School Balachadi. Available warranty and guarantee are to be mentioned separately.

Official seal and  
Signature of tenderer/ applicant