

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. 5,000/-** 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 **supply of Medicine** 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)

Note :-

- (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.5,000/- (Rupees Five Thousand 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.

SUPPLY OF MEDICINE

Sl. No.	Item Description	Discount Offered In Percentages
1	Standard Medicine	
2	Generic Medicine and surgical items	

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.5,000/- (Rupees Five Thousand Only) prepared in favour of the Principal Sainik School Balachadi , payable at Jamnagar are to be submitted along with tender documents.

(iv) 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