

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. 2,500/-** 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)

The Principal
Sainik School, Balachadi (Jamnagar)

Tenderer's
Photo

Sir,

1. One copy of the tender form for **Running Grocery shop in School Shopping Complex** 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) **GST** 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. 2,500/- (Rupees Two 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.

SAINIK SCHOOL BALACHADI
RUNNING GROCERY SHOP IN SCHOOL SHOPPING COMPLEX

SL. NO.	MONTHLY REBATE	REMARKS
1.		

(i) Demand draft for tender form fees amounting to Rs. 100/- (non-refundable) and Demand Draft for Earnest Money Deposit (refundable) amounting to Rs. 2,500/- (Rupees Two 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.

Date : _____

(Signature of the Applicant)