

Convener SMC-cum-Head Master, Govt. High School Maloya Colony, U.T. Chandigarh
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TENDER DOCUMENT

LIMITED TENDER

For

PURCHASE OF NAVY BLUE STITCHED SCHOOL UNIFORM
(WINTER UNIFORM)

Tender Open from **11/09/2014** to **27/09/2014** TILL 5.00 P.M.

Closing date – **27/09/2014** TILL 5.00 P.M.

CONVENER SMC-CUM HEADMASTER
Govt. High School Maloya Colony
Chandigarh (UT)

**SHORT TENDER NOTICE FOR PURCHASE OF NAVY BLUE STITCHED
SCHOOL UNIFORMS (WINTER UNIFORMS) FOR THE STUDENTS FROM
I TO VIII CLASSES**

Sealed tenders are invited for the purchase of Navy Blue Stitched School Uniform (Winter Uniforms) by the School Management Committee (SMC) Govt.High School Maloya Colony,Chandigarh up to **27/09/2014** till 5.00 p.m. along with sample and testing report thereof. Tender/Bids will be received in school office of the Headmaster Govt.High School Maloya Colony,Chandigarh. The same will be opened on i.e. **29/09/2014** at 10.00 a.m. for technical bid and at 03:00 p.m. for financial bid in the presence of tenderers or their representatives. However vendors can also deposit the tenders for different schools at a common venue fixed i.e. Govt. Girls Model Sr. Sec. School, Sector 18, Chd., in the last three days of the tender i.e. from **25-9-2014 to 27-09-2014** before 5.00 pm. For general information, conditions, guidance and reference, the Bid document can be viewed and downloaded from Education Departments website.

**CONVENER SMC-CUM HEADMASTER
Govt. High School Maloya Colony
Chandigarh (UT)**

INSTRUCTIONS/TERMS & CONDITIONS FOR THE TENDERER

1. The vendor/ Manufacturer/Retailers/Firms/Shopkeepers etc. who are in the business of supply of Readymade/ Stitched School Uniform with an annual sale of Rs. 2,00,000/- (Rs.Two Lacs only) are eligible to participate in the tender.
2. That all qualified vendors who fulfill the required term & conditions and specifications shall be allowed to supply the Readymade/ Navy Blue Stitched School Uniform on the same term & conditions of the tender
3. **The documents of tender should be submitted as under:-**
 - (i) First Envelope superscribed as “TECHNICAL BID” should contain the following documents :-
 - (a) Earnest Money Deposited (EMD) amounting to Rs.13800/-
 - (b) Copy of VAT No.
 - (c) Copy of IT Pan No
 - (d) Last Income Tax Return copy
 - (e) The sample along with testing report from Textile Committee (Ministry of Textile, Govt. of India).
 - (f) Non Black Listing etc. affidavit to be attached.
 - (g) Official and personal e-mail ID of vender is required.
 - (ii) Second envelop superscribed as “Financial Bid” should contain the Financial Rate as per Annexure-A. The Financial Bid should contain rates only. The rates should be mentioned both in figures as well as in words. Any change in rates quoted by the firms afterwards will entail forfeiture of EMD & cancellation of tender.
 - (iii) These two Envelopes should be sealed and put in an outer envelope to be superscribed as “TENDER FOR NAVY BLUE STITCHED SCHOOL UNIFORM” due on **27/09/2014** by 5.00 P.M. and the same will be opened on i.e. **29/09/2014** at 10.00 a.m. for technical bid and at 03:00 p.m. for financial bid in the office of Headmaster Govt High School,Maloya Colony,Chandigarh. Tender must be sealed and must bear stamp of the firm / distributor on the face of the envelope. Unsealed envelope will not be entertained and rejected out rightly.
4. The tender will be opened in two parts / stages i.e. firstly, Technical bid will be opened and if documents therein are found as per the terms and conditions of tender document, then qualified firms will be eligible for opening of the Financial Bid.
5. **EARNEST MONEY DEPOSIT (EMD)):** TENDER SHOULD BE ACCOMPANIED WITH EARNEST MONEY OF Rs. 13800/- (Rupees Thirteen thousand Eight Hundred only) TO BE PAID IN THE SHAPE OF DEMAND DRAFT/BANK DRAFT/FDR from any Scheduled Bank in favour of Headmaster Govt High School,Maloya Colony,Chandigarh which shall be valid for one year. No firm will be exempted from submission of EARNEST MONEY DEPOSITED (EMD). The EARNEST MONEY DEPOSITED (EMD) of unsuccessful firms will be refunded immediately after finalization of the tender. No interest will be payable on EARNEST MONEY DEPOSITED (EMD).

6. **SAMPLE:** Every bidder is required to submit a sample, bearing name and signature of the vendor, alongwith the test report of that sample from Textile Committee, (Ministry of Textile, Govt. of India). The samples should be as per the specifications provided. Non submission of sample will lead to the rejection of the tender. The sample of successful vendors shall be retained in the office of the Headmaster Govt High School, Maloya Colony, Chandigarh for one year from the date of issue of supply order. The random sample from the delivered uniforms will be got tested from the Textile Committee, (Ministry of Textile, Govt. of India) by the school at its own cost.
7. The specifications are given as at Annexure 'B'.
8. The rates quoted by the vendor should be F.O.R destination i.e. Govt High School, Maloya Colony, Chandigarh including all taxes, freight etc. Rates quoted shall remain valid for one year from the date of issue of supply order.
9. The acceptance of tender will have the binding effect on the vendors and will have to supply the required items/ordered items within the period stipulated in supply order.
10. **Security Deposit:** The successful firms will have to deposit performance security @5% of the total value of the order within 7 days of issuance of letter of intent by the school and the security deposited in connection with any other similar tender will not be considered against this tender. Thereafter, the supply order will be issued for the supply of Navy Blue Stitched School Uniform. If the successful vendor fails to submit requisite security deposit within prescribed 7 days, the Earnest Money will be forfeited.
11. The School Management Committee reserves the right to get the samples tested as supplied by the firms.
12. **Inspection of Material :** The School Management Committee may inspect the goods supplied by the vendor in response to the purchase order/intent in the school. The School Management Committee reserves all rights to reject the goods supplied if same are not found in accordance with the required description/specifications.
13. The successful vendors shall supply the goods/material to the school within 45 days from the date of placing the supply order. The payment shall be released only on the satisfactory inspection of material as per supply order/samples by the committee and by completing all the formalities.
14. The sizes given in the financial bid are tentative. However, the measurement of each child should be taken by the successful bidder/ tailor before stitching the uniform so that the uniform is correctly fitted to the child.
15. The timely deliver/dispatch as stipulated in the supply order has to be strictly adhered to by the firm and in case of any request for extension of time made by the said vendors in writing, the same may considered by the School Management Committee of Govt High School, Maloya Colony, Chandigarh
16. **PENALTY:** The competent authority reserves the right to impose penalties in the following exigencies:
 - (a) In case the vendor fails to complete the supply within time period as given in supply order, then penalty @ 0.5% per week or part thereof subject to maximum limit of

10%, on the value of delayed portion of supply will be levied. However School Management Committee may relax the penalty clause if it is satisfied that reasons for the delay were largely due to circumstances beyond the control of vendor

17. In case, there is any variation in the specifications / samples approved vis-à-vis the supply received, then that portion of supply will be rejected and the vendor shall be liable to supply the goods as per specification within a period of 10 days.
18. In case of defected supply, the vendors will be informed to lift the said supply within 10 days from the date of issuance of said letter by the School Management Committee at his own cost. In the event of non lifting of said defective goods within the specified period by the vendors, the School Management Committee will not be responsible in any manner for the loss or damage if any, caused to the said goods.
19. **FORCE MAJEURE:** If the performance in whole / part by the vendors is prevented / delayed by any one or more of the force majeure events including but not limited to war, hostilities, civic commotion, acts of public enemy, sabotage, fire, floods and other natural causes, explosion, epidemics or non-availability of government controlled raw material under order / instruction of Central / State Govt. regulations, strikes, lockouts, agitations, embargo, act of civic or liminary authorities, the party shall not be made liable for the loss of damage due to delay or failure to perform during the currency of force majeure event provided that the happening is notified in writing (with documentary proof) within 7 days from the date of occurrence. The work shall be resumed as soon as practicable after the force majeure event ceases to exist.
20. The tender shall be opened on **29/09/2014** at 10.00 a.m. for technical bid and at 03:00 p.m. for financial bid in the office of The Headmaster Govt High School, Maloya Colony, Chandigarh. In the event of the date of receipt or opening of tender being declared a holiday, **the due date of receipt/opening of the tender will be the working day at the same hours.**
21. This tender is non transferable.
22. No price revision will be accepted by the competent authority during the currency of the supply order.
23. The School Management Committee, Govt High School, Maloya Colony, Chandigarh or other sanctioning authority reserves the right to reject any tender or all the tenders without assigning any reason thereof.
24. **BLACK LISTING OF Applicant/Firms:** The applicant/firms participating in the E.O.I. and short listed after due processing of tender can be blacklisted, as per the Finance Department, Chandigarh Administration Notification No.1927-F&PO(3)-2009/1170 dated 27th February, 2009 for non fulfilling the requisite requirements of the tender documents/supply order or for concealing any information or for furnishing any false documents/statements in the tender.

25. ARBITRATION : In the event of any dispute or difference the same shall be referred to the sole arbitrator i.e. DPI(S), Education Department, Chandigarh Administration whose decision shall be final and binding on the parties thereto. The provision of Arbitration & Conciliation Act, 1966, shall apply to the said arbitration proceedings. The “DPI(S), Education Department, Chandigarh Administration” shall include an acting/officiating DPI(S) Education Department, Chandigarh Administration.

**CONVENER SMC-CUM HEADMASTER
Govt. High School Maloya Colony
Chandigarh (UT)**

It is certified that I have gone through all the terms & conditions of the Expression of Interest and I/We further undertake to abide by all terms and conditions to be announced/mentioned at the time of opening of Expression of Interest or at the time of placing of supply order.

Date: _____
Designation
Time : _____

Signatures of the Applicant/Firm with seal and

**LOGO OF THE EDUCATION DEPARTMENT, CHANDIGARH
ADMINISTRATION**



Tender Inviting Authority: School Management Committee, Govt. High School, Maloya colony, Chandigarh

Name of Work: Supply of Navy Blue Stitched School Winter Uniform (Full Sleeve) for the students from I to VIII of the school

Contract No: 0172-2643777

Bidder Name :

SCHEDULE OF WORKS

Sl. No.	Description of work	No.or Qty. (Appx.)	Size	RATE In Figures To be entered by the Bidder		AMOUNT Rs.
				Figures	Words	
1	Shirt & Pant for Boys (Navy Blue combination)	74	31"/24"			
2	Shirt & Pant for Boys (Navy Blue combination)	98	32"/26"			
3	Shirt & Pant for Boys (Navy Blue combination)	125	33"/28"			
4	Shirt & Pant for Boys (Navy Blue combination)	120	34"/30"			
5	Shirt & Pant for Boys (Navy Blue combination)	157	35"/32"			
6	Shirt & Pant for Boys (Navy Blue combination)	160	36"/34"			
7	Shirt & Pant for Boys (Navy Blue combination)	117	37"/36"			
8	Shirt & Pant for Boys (Navy Blue combination)	83	38"/38"			
9	Shirt & Tunic for Girls (Navy Blue Combination)	70	31"/26"			
10	Shirt & Tunic for Girls (Navy Blue Combination)	99	32"/28"			
11	Shirt & Tunic for Girls (Navy Blue Combination)	109	33"/30"			
12	Shirt & Tunic for Girls (Navy Blue Combination)	117	34"/32"			
13	Shirt & Tunic for Girls (Navy Blue Combination)	160	35"/34"			
14	Kameej & Salwar for Girls (Navy Blue combination)	132	32"/34"			
15	Kameej & Salwar for Girls (Navy Blue combination)	104	34"/35"			
16	Kameej & Salwar for Girls (Navy Blue combination)	97	36"/36"			
Total in Figures from 1 to 16		1822				
Total in Words		ONE THOUSAND EIGHT HUNDRED TWENTY TWO ONLY				

Annexure 'B'**TECHNICAL SPECIFICATIONS FOR NAVY BLUE UNIFORM**

S.NO.	Name of the Item	Specification		Specification of the item/sample quoted by the Applicant/ Firm
1.	<u>SUITING FABRIC PLAIN NAVY BLUE:-</u> The Stitched sample of Pant & Tunic should be as per specification attached with E.O.I.	Material conforming to the following specification out of ISI Specification No. 11248 Polyester- Viscose, blended suiting uniform fabric. Specification of suiting fabric amended to No.2 of September, 1999:-		
		Required specification for Suiting	Requirement	
		Blend composition, percent a) Polyester b) Viscose	64-70 Remainder	
		Threads/Inch a) Warp b) Weft	66.04+5 percent -2.5 percent 48.26+5 percent -2.5 percent	
		Mass, g/m ² (weight)	190+5 percent -2.5 percent	
		Length, m	As agreed	
		Width, cm	138 or as agreed	

		Breaking load on 5.0 x 20 cm strip, Min a) Warp direction b) Weft direction	89.795 Kgf 65.306 Kgf	
		Relaxation shrinkage, percent, Max (Dimensional Stability) a) Warp direction b) Weft direction	1.0	
		Colour fastness a) Light b) Washing : Test 3 (After 4 Washings) 1) Change in Colour 2) Staining on adjacent fabric c) Perspiration 1) Change in Colour 2) Staining on adjacent fabric d) Rubbing 1) Dry 2) Wet	4 -5 or better 4 or better 4 or better 4 or better 4 or better 4 or better 4 or better 4 or better	

TECHNICAL SPECIFICATIONS FOR NAVY BLUE UNIFORM

S. NO.	Name of the Item	Specification		Specification of the item/sample quoted by the tenderer
1.	<u>SHIRTING FABRIC PIN STRIPES PATTERN WITH BASIC COLOUR BLUE & WHITE :-</u> The Stitched sample of Shirt for boys & girls as per specification attached with E.O.I.	Material confirming to the following specification out of ISI Specification No. 11815 Polyester-Viscose, blended Shirting uniform fabric. Specification of Shirting fabric amended to No.1 of August, 2002:-		
		Required specification for Shirting	Requirement	
2.	<u>Navy Blue fabric of Tunic for girls should be as per specification attached with E.O.I.</u>	Threads/Inch a) Warp b) Weft	111.76 per inch +5.0% -2.5% 91.44 per inch +5.0% -2.5%	
		Blend composition, percent (See note) a) Polyester b) Viscose	67.0 \pm 2.0% 33.0 \pm 2.0%	
		Mass, g/m ² (weight) Tolerance +5 Percent -2.5	102	
		Breaking load on 5.0 x 20 cm strips, Min a) Warp way b) Weft way	Approx 44 Kgf Approx 35 Kgf	
		Length, m	As agreed	

		Width, cm Tolerance, cm	84 or as agreed + 1	
		Relaxation shrinkage, percent, Max a) Warp way b) Weft way	1 1	
		Colour fastness a) Light b) Washing : Test 3 1) Change in Colour 2) Staining on adjacent fabric c) Perspiration i) Change in Colour ii) Staining on adjacent fabric d) Rubbing	4-5 or better 4 or better 4 or better 4 or better 4 or better 4 or better	