

NOTE

Please note following:

1. Please quote the rate include all taxes FOR School.
2. Details of attached Bank Draft of Earnest Money:

Tender of Supply of Printing & School Stationery

Name of Tenderers:

DD No.

Date

Bank

Rs. -----

3. Copy of GST Registration No.: _____
4. Email Id: _____
5. The envelope containing your tender should be sealed and super scribed in capital letter TENDER FOR (Name of tender form) _____
6. Last date of submitting the Tender Form is January 06, 2019.
7. Timing of submitting the tender form - Monday to Friday between 2.30 pm to 4.30 pm.
8. Place of submitting the tender form – outside of the office of DAA's Secretary in sealed drop box.

January

Quint

SCHEDULE FOR THE OPENING OF TENDER

The schedule for tender opening at the Office of Director Administrative Affairs will be as follows:

Wednesday, January 09, 2019 at 11.00 a.m.

Central Dining Hall: Fish, Eggs, Milk, Milk Products, Tofu (Soya Paneer), Bread, Bakery Products, Sweets & Namkeen, Vegetables, Fruits, Atta / Dals / Spices / Pickle, Groceries & Provisions – Coffee/ Cereals/ Butter/Squash/ Jams etc, Mutton & Keema – Halal & Jhatka, Chicken – Halal & Jhatka and Frozen Chicken –Jhatka and Halal

Thursday, January 10, 2019 at 11.00 a.m.

Workshop & Maintenance: Electrical Items, Sanitary Items, Glass, Plywood, Chemicals and Hardware.

Friday, January 11, 2019 at 11.00 a.m.

General Store: Printing, Office & School Stationery

Friday, January 11, 2019 at 3.00 p.m.

Crockery (Kitchen Utensils)

Monday, January 14, 2019 at 11.00 a.m.

Computer Ink Cartridges

Monday, January 14, 2019 at 3.00 p.m.

Dry Cleaning

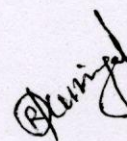
Tuesday, January 15, 2019 at 11.00 a.m.

Art School

Wednesday, January 16, 2019 at 11.00 a.m.

School Winter Uniform
School Summer Uniform
Staff Summer and Winter Uniform


Col. Gaurav Chaturvedi (Retd.)
Director Administrative Affairs





THE
DOON
SCHOOL

THE DOON SCHOOL, DEHRA DUN – 248001

TENDER FORM FOR THE SUPPLY OF PRINTING & SCHOOL STATIONERY

Duration of Supply 01-APRIL- 2019 TO 31-MARCH-2020

Terms & Conditions of the Contract:

1. All tenderers are required to deposit their tenders in sealed envelopes along with a Demand Draft in the name of "The Headmaster, The Doon School" of Rs. 23000/- as Earnest Money. The Earnest Money will be refunded to unsuccessful tenderers. The Earnest Money of successful tenderers will be retained.
2. Supplies will be made as per delivery schedule laid down by the Doon School and will be made on printed delivery challan presented in duplicate. The receipt of supplies will be made by signature on one copy of the delivery challan by a person authorized by the Headmaster. Such signed challans must be attached to the supplier's bill. Bills must be submitted once every 15 days and will be paid by cheque within 15 days of their presentation.
3. All supplies are to be delivered to the school as per time specified by the concerned department. Supplies will be made of the best quality and approved specifications, and the Headmaster's decision on this matter will be final and binding. In the event of short supplies or late supplies, the Doon School will be entitled to make up the deficiency by direct purchase from other sources, and will be entitled to recover the difference in price from the contractor's bill, if a price higher than contracted is paid.
4. In the event of defective, unhygienic or poor quality supplies, of which the Headmaster shall be the absolute judge, the school will be entitled to reject the supplies, of at its discretion, accept the supplies and make such deduction from the price as it deems fit or by any scale laid down in the contract.
5. The School shall devise such test and investigations on the question of quality as it deems fit, but a signature on the contractor's challan only signifies receipt of supplies subject to test and acceptance and does not absolve the contractor from his responsibility on this score.
6. In the event of termination of contract without the written consent of the school, the security deposit will not be refunded

[Signature]

Director Administrative Affairs

[Signature]

The Doon School
Mall Road
Dehradun, UK 248001
India

Phone: +91 135 2526400
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Email: info@doonschool.com
www.doonschool.com





THE
DOON
SCHOOL

The Doon School, Dehra Dun

Tender Form for the Supply of Printing , Stationery and Copies duration of supply
April 1, 2019 to March 31, 2020

Name of Tenderer
Address of Tenderer

Telephone No. :-
GST No. :-

S.No.	Item	UOM	Qty	Rate
A	Printing			
1	Envelopes White 10x4.5(Large)Thick with DS Printed 120 GSM	Nos.	24000	
2	Envelopes Yellow 12x10 Laminated Thick 120 GSM	Nos.	4000	
3	File Cover Ordinary (Tag File) with DS printed (600 gsm board)	Nos.	1200	
4	File Cover (Clip) with DS Printed (600 gms board)	Nos.	1500	
5	Project Sheets (260 gsm star) A4 Size white	Nos.	10000	
6	Attendance Registers Staff	Nos.	50	
7	Envelopes Green with cloth 12x10 Thick 120 GSM	Nos.	2500	
8	Envelopes Green with cloth 18x10 Thick 120 GSM	Nos.	500	
9	Project Sheets (260 gsm star) A4 Size Coloured	Nos.	15000	
B	Registers, Copies, Cambridge Sheets			
1	Long Registers Hard Cover (120 pages with DS printed)	Nos.	12000	
2	Science Magnum 144 Pages with DS printed	Nos.	900	
3	Cambridge Sheets (500 sheets in per reem)	Reem	200	
4	Copy 240 Pages Hard Cover with DS printed	Nos.	1000	
5	Copy 120 Pages Hard Cover with DS printed	Nos.	1000	
C	Paper			
1	Photo Copy paper A-4 Size (Century) 75 gsm blue pack	Reem	1500	
2	Photo Copy paper A-3 Size (Century) 75 gsm blue pack	Reem	150	
3	Photo Copy paper Full Scape Size (Century) 75 gsm blue pack	Reem	30	
4	Photo Copy paper A-4 Size coloured (Century) 75 gsm Desmat/ Oddy (Yellow/Pink/ Sky Blue)	Reem	200	
5	Photo Copy Paper A-4 Size 100 gsm Hi Bright Paper 210x297 mm	Reem	150	
D	Stationery			
1	Uniball Eye Fine Pen	Nos.	1200	
2	White Board Markers Camlin / Renolds	Nos.	1000	
3	Plastic File Corporate (Report File A4) White Solo/Mega	Nos.	1500	
4	Ball Pen Reynolds 045	Nos.	3500	
5	Rubber Bands (100 gms. Pkt.) Mix.	Pkt.	300	
6	Geometry Box (Camel Scholar)	Nos.	200	
7	Calulator Casio 12 Digit MJ-120D	Nos.	50	
8	Glue Stick (Oddy 15 gms)	Nos.	500	
9	Pencils (Soft) (Apsara)/Absolute	Nos.	4000	
10	Cello Tape 1" (Captain)	Roll	1000	
11	Brown Packing Paper Thick Star 120 gsm	Nos.	1800	
12	Permanent Markers (Reynolds/camlin)	Nos.	300	
13	Plastic L Shape Files (Dataking DK-LF 310)	Nos.	4000	

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14	Erasex Pens Camel / Artline	Nos.	300
15	Chart Paper White 22x28 (300 gsm)	Nos.	1000
16	Chart Paper Coloured 22x28 (300 gsm)	Nos.	1000
17	Stapler Plastic Gold No. 10 (Kangaroo)	Nos.	100
18	Box File good quality (Jambudeep)	Nos.	100
19	Calculator scientific FX 82 MS (Casio)	Nos.	300
20	Magnetic Dusters (Ikon)	Nos.	100
21	Thread Balls Thick ART V-308 100 gms each (Ambica)	Nos.	100
22	Ring File A 4 size (Megha H 5321)	Nos.	250
23	Ring File A 4 size (Solo RB 406)	Nos.	100
24	Brown Tape 2" Captain	Roll	100
25	Cello Tape 2" Captain	Roll	100
26	Drawing Pins Scholar	Pkt.	100
27	Colour Pencil Set (Camlin 12 shades round) Full Size	Pkt.	250
28	Clip Board Transparent Plastic 1st Quality	Nos.	50
29	Writing Pad Spiral with Different Colour 100 pages 90 gsm size 25x17.6cm	Nos.	100
30	Highlighter Fiber Castel / Camel	Nos.	200
31	Writing Pad A5 (Desmat) / Good Quality (40 sheets)	Nos.	200
32	Stick Flags 5 Colours 12.7mmx43.7mm Plastic Corporate/oddy	Nos.	75
33	Sketch Pen (Camel)	Nos.	1000
34	Stapler Pins (No. 10) Small (Kangaroo)	Pkt.	400
35	Gum Bottles 300 ml Camel	Btls	50
36	Binder Clips 41 MM	Nos.	200
37	Binder Clips 32 MM	Nos.	400
38	Binder Clips 19 MM	Nos.	600
39	Box File (ISHI /Karani lever arch file LA556)	Nos.	100
40	Push Pin Coloured (Oddy)	Pkt.	100
41	Push Pin White Transparent (Oddy)	Pkt.	100
42	Display File 20 Pocket A4 Megha Deluxe	Nos.	100
43	Paper Clips Gem 26 mm (Bell)	Pkt.	70
44	Strip File Megha Deluxe HF 286	Nos.	400
45	Poilet Pen Hi-Tech V7 & V5 Luxor blue body	Nos.	500
46	Display File 50 Pocket A4 Megha Deluxe	Nos.	50
47	Sheet Protector A 4 Datalog DK-SP 501/Megha Delux DT-105	Pkt.	50
48	Trimax Pen Reynolds	Nos.	1500
49	Display File 40 Pocket A4 Megha Deluxe	Nos.	50
50	Punching Machine 480 No.	Nos.	50
51	Stapler 24/6	Nos.	10
52	White Board Care	Nos.	40
53	Blue Tack	Nos.	200
54	Fevical 100 gms tube	Nos.	100
55	Link Ball Pen	Nos.	500
56	Fevikwik (MRP-Rs. 5)	Nos.	300
57	Ribbon 10 meters Roll	Nos.	50

Note :- Please Quote the rates inclusive all taxes FOR School

Director Administrative Affairs



The Indian Public Schools' Society, Registered office: The Doon School, Ghandbagh.

The Doon School
Mall Road
Dehradun, UK 248001
India

Phone: +91 135 2526400
Fax: +91 135 2757275
Email: info@doonschool.com



THE
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SCHOOL

The Doon School, Dehra Dun

Name of Tenderer
Address of Tenderer

Telephone No. :-
GST NO. :-

S.No.	Item	UOM	Qty	Rate
1	Alpins (Bell) 100 gm	Pkt	25	
2	Carbon Paper (Camel)	Nos.	400	
3	Cello Tape 1/2" captain	Nos.	50	
4	Erasers (Apsara)	Nos.	2000	
5	Foot Ruller 12" (Natraj)	Nos.	250	
6	Foot Ruller 6" (Natraj)	Nos.	200	
7	Green Cotton Tags 24"	Nos.	2000	
8	White Cotton Tags 10"	Nos.	1000	
9	Paper Clip Gem Large (Bell) 35 mm	Pkt	55	
10	Paper Cutter Big	Nos.	100	
11	Sharpner (Natraj)	Nos.	2000	
12	Stamp Pads Oddy large	Nos.	20	
13	Stapler Pin Large 24/6 (Kangaroo)	Pkt	60	
14	Sticky Notes 75X75 mm (Oddy)	Nos.	60	
15	Chalk White Dustless (Vishnoo)	Box	50	
16	Sticky Pads Diff. Colour Paper Desmet	Nos.	50	
17	Protector Half	Nos.	100	
18	Protector Full	Nos.	100	
19	Drawing Pin Coloured Oddy	Pkt	50	
20	Scissor small Kangaroo PL-3160	Nos.	100	
21	Scissor big kangaroo PL-3180	Nos.	100	
22	Double Sided Tape big size	Nos.	100	
23	Tape Dispensar Omega	Nos.	4	

Note :- Please Quote the rates inclusive all taxes FOR School

[Signature]
Director Administrative Affairs



The Indian Public Schools' Society. Registered office: The Doon School, Chandbagh,
Dehradun, Uttarakhand. Corporate Identification Number: U99999UR1928NPL002455



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