



THE
DOON
SCHOOL

THE DOON SCHOOL, DEHRA DUN – 248001

TENDER FORM FOR THE SUPPLY OF

Art Materials

Duration of Supply 01-APRIL- 2021 TO 31-MARCH-2022

Terms & Conditions of the Contract:

1. All tenderers are required to deposit their tenders in sealed envelopes along with a Demand Draft / Cheque in the name of "The Headmaster, The Doon School" of Rs. 18000/- 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, or 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. Delivery van and items supply containers / box should be clean and hygienic as per the food standard.
6. Abiding by the government rules and regulations single use plastic should be avoided.
7. 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.
8. In the event of termination of contract without the written consent of the school, the security deposit will not be refunded.


Gp. Capt. Sandeep Sethi (Retd.)
Director Administrative Affairs

The Doon School
Mall Road
Dehradun, UK 248001
India

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






THE
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The Doon School, Dehra Dun

Tender Form for providing / supply of Art Materials at The Doon School
duration of contract period from April 1, 2021 to March 31, 2022

S.No.	Details	Date
1	Last date of submitting the Tender Form	27-01-2021
2	Days of submitting the Tender Form	Monday to Sunday
3	Timing of submission the Tender Form	10:00 A.M. to 5:00 P.M.
4	Place of submitting the Tender Form	In sealed drop box kept with the security at the main gate of the Doon School
5	Date of opening of Tender Form	2-2-2021
6	Timing of opening of Tender Form	3:00 P.M.
7	Place of opening of Tender Form	Office of Director Administrative Affairs

- 1 The envelope containing your tender should be sealed and superscribed in capital letter "TENDER FOR PROVIDING / SUPPLY OF _____ and address should be in the name of THE HEAD MASTER, THE DOON SCHOOL, MALL ROAD, DEHRADUN
- 2 Tender sent by other means will not be accepted in any case


Gp. Capt. Sandeep Sethi (Retd.)
Director Administrative Affairs

SCHEDULE FOR THE OPENING OF TENDER

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

Thursday, January 28, 2021 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/ Pickles, Groceries & Provisions- Coffee/ Cereals, Butter/Squash/Jams etc. Mutton & Keema- Halal & Jhatka and Chicken Halal and Jhatka, Frozen Chicken – Jhatka and Halal and Soya Seekh Kebab

Friday, January 29, 2021 at 11:00 a.m.

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

Saturday, January 30, 2021 at 11:00 a.m.

Crockery (Kitchen Utensils)

Monday, February 1, 2021 at 11:00 p.m.

General Store:- Printing office & School Stationery, Printing Works,

Monday, February 1, 2021 at 3:00 p.m.

General Store:- Toiletry and Mis. Items, and other items- Soap/ Shampoo/ Tooth paste/ Tooth brush/ Oil etc.

Tuesday, February 2, 2021 at 11:00 a.m.

Computer Ink Cartridges

✓ **Tuesday, February 2, 2021 at 3:00 p.m.**

✓ Art Materials

Wednesday, February 3, 2021 at 11:00 a.m.

School Text Books

Wednesday, February 3, 2021 at 3:00 p.m.

Running of School Tuck shop

Thursday, February 4, 2021 at 11:00 a.m.

Tentage Services

Thursday, February 4, 2021 at 3:00 p.m.

Audio Visual Services

Friday, February 5, 2021 at 11:00 a.m.

Readymade Garments

Friday, February 5, 2021 at 3:00 p.m.

School Uniforms- Winter Uniforms, Summer Uniforms,

Staff Uniforms

Saturday, February 6, 2021 at 11:00 a.m.

Dry Cleaning

Saturday, February 6, 2021 at 12:00 a.m.

Laundry


Gp. Capt. Sandeep Sethi (Retd.)
Director Administrative Affairs

To,
Director of Finance,
The Doon School,
Mall Road,
Dehra Dun

Dear Sir/Madam,

We hereby confirm that:

- 1) The provisions of the Micro, Small and Medium Enterprises Development Act, 2006 is not applicable

AND

- 2) We have not filed memorandum under the provisions of Micro, Small and Medium Enterprises Development Act, 2006.

Please Tick

☐

OR

- 3) We have filed memorandum under the provisions of Micro, Small and Medium Enterprises Development Act, 2006.

Please Tick

☐

If filed then,

- a) We have filed memorandum with the notified Government Authority on _____ (DD/MM/YY) (Please attach the acknowledgement of the Authority for receipt of the Memorandum/certificate issued by the authority)

- b) As per the provisions of Micro, Small and Medium Enterprises Development Act, 2006. We are classified as:

I. Micro ☐

II. Small ☐

III. Medium ☐

For ~~Name of Supplier~~

(Authorised Signatory)



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S.No.	Particulars	Details to be filled by the organization
1	Name of the Firm	
2	Registered Address	
3	Name of the contact person	
4	Telephone / Mobile No.	
5	E-mail	
6	Regn. No. of the firm (Submit copy of registration no. certificate)	
7	GST No. of the firm (Submit copy of GST registration no. certificate)	
8	Permanent Account Number of the company (Submit copy of PAN)	
9	Micro,Small and Medium Ent. Reg. no. (Submit copy of MSME registration no. certificate)	
10	FSSAI Licence No. (Submit copy of FSSAI Licence no. certificate)	
11	EPF Registration No. (Submit copy of EPF registration no. certificate)	
12	ESI Registration No. (Submit copy of ESI Registration certificate)	
13	Registration No. of registered under Private Security Agencies (Regulation) Act 2005 (Submit copy of PSAR certificate)	
14	Registration no. of Labour Licence (Submit copy of labor licence certificate)	

Note :- (1) Which one is not applicable please mentioned NA in this column.
(2) Please attach one cancelled cheque

(Signature and seal of the firm)

Details of attached Bank Draft of the Earnest Money

S.No.	Particulars	Details
1	Name of tenderers	
2	Address of tenderer	
3	Contact No.	
4	Tender of supply of	
5	D.D. / Cheque No.	
6	Date of D.D. / Cheque	
7	Name of the Bank	
8	Earnest Money Amount	

(Signature and seal of the firm)

The Doon School, Dehra Dun



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Tender Form for the supply of **Art Materials** duration of supply April 1,2021
to March 31, 2023

Name Of Tenderer :-

Address Of Tenderer :-

Telephone No. :-

GST No. :-

Email :-

S.No.	Item	Unit	Quantity Required	Rate
A	Cloth			
1	Cambric Cloth	Mtr	800	
2	Malmal Cloth	Mtr	700	
3	Poplin Cloth – Variety Colors	Mtr	800	
4	Bolting Cloth (80,100,120)	Mtr	300	
5	Markin Cloth	Mtr	500	
6	Canvas Cloth	Mtr	510	
7	Casement Cloth	Mtr	400	
8	Jute Cloth	Mtr	300	
9	Silk Cloth	Mtr	250	
10	Satin Cloth	Mtr	200	
11	Bed Sheets –Single with Pillow Cover	Pcs	30	
12	Bed Sheets –Double with Pillow Cover	Pcs	30	
13	T-Shirt Cotton :- Round,T,Polo,and V Neck	Pcs	300	
14	Cushion cover	Pcs	300	
15	Dupatta (Cotton)	Pcs	100	
16	Handkerchief	Pcs	600	
B	Threads & Ropes			
1	Threads (Variety Colour, Quality and Thickness)	Kg.	1000	
2	Wool-Variety Colour	Kg	50	
3	Laces	Mtr	200	

Handwritten signature

C	Silk Screen Material			
	1	Wooden Frame Variety Size	Pcs	100
	2	Binder for Screen-Printing	Kg	100
	3	Squeeze	Pcs	10
	4	Tericot oil	Ltr	40
	5	Monopal Soap	Kg	40
	6	Costic Soda	Kg	50
	7	Color Fixer	Kg	50
	8	Sonacoat (Direct Emulsion for solvent base ink)	Kg	80
	9	Decoater	Box	5
D	Colour			
	1	Naphthol Color (Various Colour)	Kg	200
	2	Reactive Color (Various Colour)	Kg	50
	3	Indigo Salt (Various Salt)	Kg	30
	4	Sodium Nitrate	Kg	5
	5	Pigment Color (Various Colour)	Kg	50
	6	Direct Color (Various Colour)	Kg	120
	7	Vegetable Colour	Kg	200
	8	Synthetic color (Various Colour)	Kg	120
	9	VAT Colour	Kg	20
	10	Sudha Dry Pastle	Box	100
	11	Various Textile Colour	Kg	30
	12	Enamel Paint (Oil based/water based) in 1 ltrs pack	Ltrs	10
E	Brush			
	1	Synthetic Hair Flat Brush 2"	Pcs	900
	2	Synthetic Hair Flat Brush 3"	Pcs	800
	3	Synthetic Hair Flat Brush 4"	Pcs	800
	4	Hog Hair Flat Brush 1"	Pcs	140
	5	Hog Hair Flat Brush 2"	Pcs	140
	6	Hog Hair Flat Brush 3"	Pcs	140
	7	Hog Hair Flat Brush 4"	Pcs	130
	8	Hog Hair Flat Brush 1.5"	Pcs	130
F	Ink			
	1	Chinese ink black	Box	150
	2	Lino Ink	Ltr	100
	3	Drawing Ink Set	Box	100
G	Paper			
	1	Hand Made Paper	Pcs	3000
	2	Ivory Paper	Pcs	5000
	3	Buff Paper	Pcs	3000
	4	Canson Paper	Pcs	1000
	5	Canson Watercolour Paper Pad	Pcs	500
	6	Pastel Paper	Pcs	500
	7	Origami Paper	Pcs	500
	8	Cartridge Paper	Pcs	2000
	9	Brown Paper Thick	Pcs	2000
	10	Canson/Fabriano Roll Paper:	Roll	2
	11	Print paper A4 Size 110 gsm (Good Quality)	Pkt	1500

Ashwini

12	Print paper A3 Size 90 gsm (Good Quality)	Pkt	500
	Ply Board (Waterproof) (4ft X 8 ft)		
		Sheet	20
1	3mm	Sheet	20
2	4mm	Sheet	25
3	6mm	Sheet	30
4	8mm	Sheet	20
5	10mm	Sheet	50
6	12mm	Sheet	20
7	16mm	Sheet	30
8	21 mm	Sheet	20
9	25 mm		
	Miscellaneous		
		kg	60
1	Metal Wire :- Iron Variable Diameter	Kg	60
2	Metal Wire :- Bronze Variable Diameter	kg	60
3	Metal Wire :- Aluminum Variable Diameter	kg	60
4	Metal Wire :- Brass Variable Diameter	kg	60
5	Metal Wire :- Steel Variable Diameter	kg	100
6	Marble Dust	Pcs	150
7	Metal Scale :-12"	Pcs	100
8	Metal Scale :-24"	Pcs	50
9	Metal Scale :-36"	kg	200
10	Resin (Normal & Transperant	kg	50
11	Resin Mat	Pcs	600
12	Sand Paper :- Normal	Pcs	400
13	Sand Paper :- Waterproof	Kg	100
14	Screw (Variable Size)	set	10
15	Stone Carving Chisel	Ltr	100
16	Tarpin Oil (Crude & Purified)	Ltr	100
17	Thinner	Kg	500
18	Scrape Metal :- Brass	Kg	500
19	Scrape Metal :- Iron	kg	15
20	Wax Polish	Pcs	10
21	Wood and Metal File	Pcs	10
22	Wire Cutter	Pcs	10
23	Metal Sheet Cutter	Pcs	10
24	Slide Range	Pcs	10
25	Clamp	Set	6
26	Jigsaw Blade	Pcs	100
27	Cutting Disc	Pcs	100
28	Detachable Buffing Disc	Pcs	100
29	Slow Sander Disc	Pcs	50
30	Saftey Glasses (3M)	Pcs	6
31	Cutting Plier	Pcs	100
32	Chemical Mask	kg	20
33	Carbide Stone	Box	10
34	Arc Welding Stick	kg	100
35	French Chalk Powder	kg	20
36	Grease	Pkt	50
37	Hot Glue Gun Stick	Pcs	10
38	Hand Saw	Ltr	10
39	Hardner		

Handwritten signature

40	Hacksaw Blade	Pcs	100
41	Latex	Ltr	100
42	Bee Wax	kg	150
43	Paraffin	kg	20
44	Resin Gum	kg	20
45	Plastic Sheets Roll	kg	75
46	Long Rubber Boot	Pair	10
47	Talc	kg	40
48	Water base Colour Fixer	kg	50
49	Grog (Fine & thick Grain)	kg	550
50	Borex	kg	50
51	Readymade Glazes	kg	500
52	Turning Tools	Set	15
53	Curving Tools	Set	15
54	Plainer	set	10
55	Ceramics Pillar	Pcs	100
56	Kiln Plate	Pcs	100
57	Ceramic Cone	Box	5
58	Glass Wool	Mtr	20
59	Sodium Silicate	Ltr	25
60	Wood Block Design	Pcs	100
61	Spool / Charks	Pcs	50
62	Block Printing Pad	Mtr	10
63	Soda Ash	kg	100
64	Mosaic Tile	Pkt	5000
65	Measuring Beaker 500ml	Pcs	10
66	Measuring Beaker 1000ml	Pcs	5
67	Non Slip Mat	Mtr	20
68	Embroidery Frame	Pcs	50
69	Beads	kg	10
70	Macrame Ring	Pcs	100
71	Artificial Flower Making Materials	Pkt	50
72	Thermocol (Variety Thickness- various density)	Pcs	100
73	Dream Catcher Ring	Pcs	50
74	Wooden Rod	ft	1000
75	Plastic Tray for Block Printing :- Small	Pcs	50
76	Plastic Tray for Block Printing :- Medium	Pcs	50
77	Plastic Tray for Block Printing :- Large	Pcs	50
78	Lino Cutter	set	50
79	Lino Sheet	set	100
80	Fevicol 200 gm Tube	Pcs	100
81	Fevicol I kg. pack	Pcs	40
82	Araldite	kg	5
83	Accelerator	Ltr	10
84	Water Spray Bottle	Pcs	50
85	Fevibond Gum	Box	20
86	Ceramic Grinder	Pcs	20
87	Squeezer	pcs	25
88	Nails (Variety)	kg	6
89	Plaster Of Paris (POP)	kg	2000
J	Stationary		
1	Pencils: 2B, 4B, 6B	pcs	1000

Shabir

2	Apsara Non-Dust Eraser	pcs	1000	
3	Storage Box (medium size: 6"X 8")	pcs	100	
4	Storage Box (Large size: 12" X 10")	pcs	100	
5	Portfolio folder: Size: A2	pcs	50	
6	Pen stand: Medium, Big	pcs	20	
7	File organizer	pcs	10	
8	Water colour Pallet	pcs	500	
9	Acrylic colour Pallet	pcs	500	
10	Cutter	pcs	100	
11	Set square	pcs	20	
12	Measuring Tape	pcs	5	
13	Ribbon	Pcs	50	
14	Rubber Band (Normal & Dental)	Kg	15	
15	Gateway Tracing Roll	Roll	15	
16	Feviquick	pcs	1000	
17	uni Pin Pen trom Uniball	pcs	200	
18	Charcoal Pencil	pcs	1000	
19	Charcoal Stick	pcs	500	
20	Dry Pestal	Box	50	
21	Mission Gold Water Colour Set	Box	50	
22	Porcelain Clay	Kg	600	
23	Clay - Red,Than,Black,Fire Clay,Folder Clay,Foldspar,Ball	Kg	2700	
	Clay silica	Kg	500	
25	China Clay			
K	Some other products from the following companie			Discount
				on MRP
1	Camel			
2	Winsor& Newton			
3	Pebeo			
4	Fine Art			
5	Liquitex			
6	Schmincke			
7	Progresso			
8	Staedtler			
9	Birn & Stillman			
10	Caran D' Ache			

Note :- (1) Discount on MRP of Above Companies

(2) Please Quote rates inclusive of all taxes FOR School


Director Administrative Affairs

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Mall Road
Dehradun, UK 248001
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Phone: +91 135 2526400
Fax: +91 135 2757275
Email: info@doonschool.com
www.doonschool.com



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

