



THE
DOON
SCHOOL

THE DOON SCHOOL, DEHRA DUN – 248001

TENDER FORM FOR THE SUPPLY OF

utensils/crockery

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. 10,000/- 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 utensiles / crockery 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	30-01-2021
6	Timing of opening of Tender Form	11.00 a.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 Utencils, duration of supply April 1,2021
to March 31, 2022

Name of Tenderer :-

Address of Tenderer :-

Telephone No. :-

GST NO. :-

S.No.	DESCRIPTION OF ITEMS	MAKE	QTY	RATE
1	TUMBLER GLASS 200 ML	YIRA	650	
2	COFFEE CONTAINER 20 LTS.	DOLPHIN	5	
3	PLASTIC BUCKET 20 LTS.	POLYSET	100	
4	RICE DISH CHINA		20	
5	BASKET PLASTIC LARGE FRUIT TRY		15	
6	CHOTA HAJRI MUG SS		100	
7	THERMUS FLASK 1 LTS	MILTON	36	
8	TEA CUP SAUCER SET (GOLDLINE)	SET	20	
9	STEEL BUCKET 25 LTS		25	
10	PLASTIC PADEL BIN WITH BASKET 20 LTS		20	
11	ALUMINIUM TRAY		30	
12	TEA MUG CHINA	SAMRAT	300	
13	GAS BHATTI		5	
14	LOUNDRY BASKET		100	
15	TABLE SPOON HALF EMBOSED	UNITED	400	
16	GLASS STEEL		100	
17	TEA KETTLE SS		15	
18	FRYING PAN (M)		20	
19	FULL PLATE CHINA	SAMRAT	50	
20	CHAPATI CASARROLE (1.5 LTS.)	MILTON	20	
21	TABLE FORK HALF EMBOSED	UNITED	300	
22	TEA SPOON HALF EMBOSED	UNITED	360	
23	ALUMINIUM PATILA WITH LID	KGS.	40	
24	DORA STEEL		5	
25	SERVICE SPOON	KUMAR	70	
26	MUSLIN CLOTH	MT.	60	
27	ACHAR POT CHINA CERAMIC		10	
28	SOAP CASE PLASTIC		100	
29	QUARTER PLATE CHINA	SAMRAT	60	
30	FRYING STRAINER ROUND LARGE		10	
31	SAUCE PAN		5	
32	WATER JUG SS WITHOUT LID NORMAL		10	
33	TIFFIN CARIER LARGE		2	

34	ALUMINIUM PATILA COVER 32" DIA	KGS.	6
35	VEG DISH SS		6
36	PLASTIC MUG	POLYSET	100
37	FULL PLATE STEEL		25
38	DUST PAN LARGE		60
39	BASKET PLASTIC SMALL (FRUIT)		10
40	CHILAMCHI PLASTIC 18 LTS	POLYSET	10
41	TABLE KNIFE	UNITED	60
42	SOUP PLATE CHINA		20
43	VEG DISH CHINA		12
44	KITCHEN KNIFE 12"		10
45	PLASTIC DUST BIN SMALL OPEN		25
46	EGG PALTA		15
47	PALTA STEEL		10
48	TEA STAINER LARGE		8
49	BELAN LONG HANDLE WOODEN		6
50	KARCHI SS		10
51	POORI JHARNA		3
52	QUARTER PLATE STEEL		15
53	RICE SPOON		15
54	ALUMINIUM TEA KETTLE		2
55	PEELER		15
56	GAS LIGHTER		6
57	SAUCER CHINA	SAMRAT	20
58	DORA STEEL SMALL		2
59	SOUP PLATE STEEL		5
60	GRATER IRON LARGE		2
61	SWING BIN 40 LTS	CELLO	15
62	STEEL PIE DISH		40
63	PLASTIC WATER BOTTLE (1 LTR.)	MILTON	80
64	HANGER PLASTIC GOOD QUALITY		120
65	STEEL GARBAGE BUCKET (OPEN)		15
66	SUGAR DISPENSER BOTTLE		20
67	SAUCE BOTTLE GLUMAN	GLUMAN	25
68	PLASTIC GLASS	GLUMAN	40
69	COFFEE CONTAINER 10 LTS.	DOLPHIN	3
70	FLIT PUMP		30
71	WIPER SMALL (SLAB)	UNIQUE	30
72	WIPER BIG	UNIQUE	60
73	DUST PAN SMALL		50
74	BOROSIL GLASS MEDIUM	SET	100
75	SWING BIN 60 LTS	CELLO	15
76	COFFEE CONTAINER 5 LTS.	DOLPHIN	3
77	POLYTHENE SHEET (HEAVY)	MTRS	20
78	SUGAR TONG SS GOOD QUALITY		20
79	CRUET SET		10
80	TIN CUTTER		10
81	CONICAL STAINER LARGE		3
82	JUG SS HEAVY SPECIAL		5
83	ELECTRIC KETTLE 1.7 LTRS		5
84	COMMODE BRUSH GOOD QUALITY		100

85	PASTRY TONG	NOS	15	
86	ALUMINIUM PARAAT		2	
87	BUCKET IRON 10 LTRS.		3	
88	BUCKET IRON 20 LTRS.		3	
89	CHOPPER IRON		2	
90	CHOPPING BOARD SIZE :- 1.5 X 1		10	
91	EGG BEATER SMALL HANDLE		2	
92	EGG BEATER LARGE HANDLE		2	
93	ICE CREAM SCOOP		4	
94	KONCHA SMALL		1	
95	KONCHA MEDIUM		1	
96	KONCHA LARGE		1	
97	LEMON SQUEEZER		2	
98	KARCHI IRON SMALL		2	
99	KARCHI IRON MEDIUM		1	
100	KARCHI IRON LARGE		1	
101	JHAAM		1	
102	PIZZA CUTTER		2	
103	THERMUS FLASK 1 LTS VACCUM IN SS		30	

PLEASE QUOTE THE RATE INC. ALL TAXES FOR SCHOOL


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

