# THE DOON SCHOOL

## The Doon School, Dehra Dun

Tender Form for the Supply of Fish duration of supply April 1,2023 to March 31, 2024

| Name of Tenderer :-    |  |
|------------------------|--|
| Address of Tenderer :- |  |
|                        |  |
|                        |  |
| Telephone No. :-       |  |
| GST No. :-             |  |

| S.No. | ltem | Make | Unit | Qty<br>(Approx) | Rate<br>(In Rs.) |
|-------|------|------|------|-----------------|------------------|
| 1     | BASA |      | KG   | 2000            |                  |
|       |      |      |      |                 |                  |
|       |      |      |      |                 |                  |

### Specifications for the supply of FISH

- 1 The fish should be fresh. It should be free from foul smell.
- 2 There should be no injury mark/blood clot on the skin.
- 3 The colour of the gills should be red without any discolouration.
- 4 Delivery shall be in clean, hygienic containers.
- 5 Any wastage at the time of receiving will be deducted from the supplied quantity.

Gp. Capt. Sandeep Sethi (Retd.)

(Bursar)

V &

## **Shedule of Tender Opening**

| S.No | . <u>Department</u>                     | Date                                    | Tender   | Time      | Day       |
|------|---|---|--|-----------|-----------|
|      |   |   | Fish Far Mil Mil D. L. J. T. C. (2)  |           |           |
|      | 1 CDH                                   | January 9, 2023                         | Fish, Egg, Mik, Milk Products, Tofu (Soya Paneer), Bread, Bakery Products, Sweets & Namkeen, Fruit & Vegetables, Atta, Dry Ration Dals, Spices, Pickles, Groceries & Provisions, Mutton, Chicken, Frozen Chicken and Soya Seekh Kebab, Pizza, Chaat etc. |           | Monday    |
| 2    | 2 Games Store                           | January 9, 2023                         | Sports Items   | 12.30 PM  | Monday    |
| 3    | Admin / CDH                             | January 9, 2023                         | Tentage  |           | Monday    |
| XXXX | XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX | XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX | XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX  | XXXXXXXX  | XXXXX     |
| 4    | Workshop & Maintenance                  | January 10, 2023                        | Electrical Items, Sanitary & Plumbing Items,<br>Glass, Plywood, Hardware and Chemicals   | 11:00 AM  | Tuesday   |
| 5    | General Store / CDH                     | January 10, 2023                        | Crockery (Kitchen Utensils)  | 12:00 PM  | Tuesday   |
| 6    | Admin. Department                       | January 10, 2023                        | Dry Cleaning   |           | Tuesday   |
| XXXX | XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX | CXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX |  | XXXXXXXXX | (XXXX     |
| 7    | General Store                           | January 11, 2023                        | Stationery   | 11:00 AM  | Wednesday |
| 8    | General Store / HM Sec                  | January 11, 2023                        | Printing Work  |           | Wednesda  |
| 9    | Art Dep                                 | January 11, 2023                        | Art Material   |           | Wednesda  |
| 10   | Book store / Librey                     | January 11, 2023                        | Book Store   |           | Wednesday |
| 11   | I T Dep                                 | January 11, 2023                        | Ink Cartridge  |           | Wednesday |
| XXXX | XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX  | XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX |  | (XXXXXXXX | XXXX      |
| 12   | Gen. Store                              | January 12, 2023                        | Summer Uniforms  | 11:00 AM  | Thursday  |
|      | Gen. Store                              | January 12, 2023                        | Winter Uniforms  | 11:30 AM  |           |
| 13   |   |   | Readymade Garments   |           | Thursday  |
|      | Gen. Store                              | January 12, 2023                        | III VEGUVINAUE GAIIIEILS   |           |           |

Gp. Capt. Sandeep Sethi (Retd.) Bursar



| THE DOON SCHOOL, DEHRA DUN - : | THE DOON | SCHOOL. | DEHRA | DUN - | 248001 |
|--------------------------------|----------|---------|-------|-------|--------|
|--------------------------------|----------|---------|-------|-------|--------|

TENDER FORM FOR THE SUPPLY OF

Duration of Supply 01-APRIL- 2023 TO 31-MARCH-2024/25

#### **Terms & Conditions of the Contract:**

1.All tenderers are required to deposit their tenders in sealed envelopes along with RTGS details of Rs. 10000/ as Earnest Money. The Earnest Money will be refunded to unsuccessful tenderers without interest. The Earnest Money of successful tenderers will be retained and no interest will be paid.

- 2. The details of bank is attached as per Annexure -1
- 3.. 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.
- 4. 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.
- 5. 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.
- 6. 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.
- 7. Delivery van and items supply containers / box should be clean and hygienic as per the food standard.
- 8. Abiding by the government rules and regulations single use plastic should be avoided.

9. 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.)

Bursar









Dehradun, UK 248001 India

The Doon School Mall Road

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

## Bank details for wire transfer

Name of Beneficiary

The Headmaster, The Doon School

Address of Beneficiary

The Doon School, The Mall Road

Dehra Dun – 248 001 (India)

Beneficiary's Bank Name & Address

HDFC Bank Ltd.

56, Rajpur Road,

Dehra Dun - 248 001 (India)

Beneficiary A/c No.

02251000070610

IFSC CODE

HDFC0000225

Purpose of Remittance

Note: Please send the remittance details after remitting the amount to hof@doonschool.com / dilipac@doonschool.com / accounts@doonschool.com



THE DOON SCHOOL

| No.           | Particulars   | Details to be filled by the organization  |
|---------------|---|---|
|               | A Marine of the ent   |   |
| _             | Name of the Firm  |   |
| _             |   |   |
|               | Registered Address  |   |
|               |   | a de la companya de |
|               |   |   |
|               |   |   |
|               |   |   |
|               |   |   |
| 3             | Establisement year of the company   |   |
|               | · ·   |   |
| . 4           | Status (Company / Firm / Proprietor / co-oprative society / HUF / Other)  |   |
| 5             | Name of the contact person  | 121   |
|               | Designation of the contact person   |   |
| Ŭ             | Designation of the contact person   |   |
| 7             | Telephone / Mobile No.  |   |
| 8             | E-mail  |   |
|               |   |   |
| 9             | Website   |   |
|               | (4)   |   |
|               | Turn Over details (Copy of CA certified audited<br>Balance sheet and profit and loss account to be<br>enclosed) |   |
| -             | Amount in Rs.   | 10  |
| _             | (a) Previous Year   |   |
|               | (b) One Year before previous year.  |   |
|               | (c) Two Years before previous year  |   |
|               | (Submit copy of registration no. certificate)   |   |
| $\neg$        |   |   |
| 11 0          | GST No. of the firm   | + -   |
|               | Submit copy of GST registration no. certificate)  | ·   |
|               | ( )   |   |
| 12 F          | Permanent Account Number of the company   |   |
|               | Submit copy of PAN )  |   |
| 1             | out in topy of the top  |   |
| 13 A          | licro,Small and Medium Ent. Reg. no.  |   |
|               | Submit copy of MSME registration no. certificate)   | · · · · · · · · · · · · · · · · · · ·   |
| 10            | occurred copy of Michael registration no. centificate)  |   |
| ME            | SSAI Licence No.  |   |
| $\rightarrow$ |   |   |
| 10            | Submit copy of FSSAI Licence no. certificate)   |   |
|               | ealth Dept. License   |   |
| P             | lease attached copy of the same   | ,   |
|               | atering License   |   |
| P             | ease attached copy of the same  |   |
|               |   |   |
| 7 W           | hether regular pest control activities are  |   |
| 11            | ndertaken in your establishment   |   |

| 1              | 10 M/hother the food Herry 11   |                        |
|----------------|---|------------------------|
|                | 18 Whether the food items / ingredients / water used in your establishment are lab tested                                 |                        |
| 1              | your establishment are lab tested   |                        |
| -              | 40 Fire Patiety Lineman   |                        |
| 4              | 19 Fire Safety License  |                        |
| -              | Please attached copy of the same  |                        |
|                |   |                        |
| _              | 20 EPF Registration No.   |                        |
|                | (Submit copy of EPF registration no. certificate)   |                        |
|                |   |                        |
|                | 21 ESI Registration No.   |                        |
|                | (Submit copy of ESI Registration certificate)   |                        |
|                |   |                        |
|                | 22 Registration No. of registered under Private Security  |                        |
|                | Agencies (Regulation) Act 2005  |                        |
|                | (Submit copy of PSAR certificate)   |                        |
|                |   |                        |
|                | 23 Registration no. of Labour Licence   |                        |
|                | (Submit copy of labor licence certificate)  |                        |
|                | (Cassille coby or labor licence certificate)  |                        |
| -              | 24 Organization strength  |                        |
| -              |   |                        |
| (=\            | Category  | No. of persons on roll |
| (a)            | Top Management  |                        |
| (b)            | Executive staff   |                        |
| (c)            | Supervisory Staff   |                        |
| (d)            | Workers   |                        |
| (e)            | Others  |                        |
|                |   |                        |
| 2              | 5 Whether the firm possess any of the following   |                        |
|                | certifications?   | •                      |
|                | (i) ISO: 9001 (ii) ISO: 14001 (iii) OHSAS: 18001 or any other Certifications  |                        |
|                | Yes / No (if yes, please specify the details and enclose documentary proof)   |                        |
| 26             | Please attaced copy of one of the following bills for   |                        |
|                | address proof   |                        |
|                | Telephone bill / Electricity bill / Water bill  |                        |
|                |   |                        |
| 27             | Bank Details :- Account Name  |                        |
|                |   |                        |
|                |   |                        |
| 28             | Name of The bank  |                        |
| 28             | Name of The bank  |                        |
|                | Name of The bank  Branch  |                        |
|                | TW T  |                        |
| 29             | Branch  |                        |
| 29             | TW T  |                        |
| 29<br>30       | Brench Account Number   |                        |
| 29<br>30       | Branch  |                        |
| 29<br>30<br>31 | Branch  Account Number  IFSC Code / MCR Code  |                        |
| 29<br>30<br>31 | Branch  Account Number  IFSC Code / MCR Code  Do you have any related party in the school?                                |                        |
| 30<br>31<br>32 | Branch  Account Number  IFSC Code / MCR Code  Do you have any related party in the school?  (in the director or employee) |                        |
| 30<br>31<br>32 | Branch  Account Number  IFSC Code / MCR Code  Do you have any related party in the school?                                |                        |

## Note :-

- 1 Which one is not applicable please mentioned NA in this column.
- 2 Please attach one cancelled cheque
- 3 I certify that all the information provided by me in this form is accurate and complete and that there is no omission of important information

(Signature and seal of the firm)

| 1        | Director of F         | inanco                           | 1                             |   |                   | •                |                               |
|----------|-----------------------|----------------------------------|-------------------------------|---|-------------------|------------------|-------------------------------|
| •        | The Doon Sci          |                                  |                               | *   |                   |                  |                               |
|          | Mall Road,            | 1001,                            | •                             | e   |                   |                  |                               |
|          | Dehra Dun             | ,                                |                               |   |                   |                  |                               |
|          |                       |                                  |                               | y V   |                   |                  |                               |
| •        |                       |                                  |                               |   |                   |                  | 2                             |
|          | Dear Sir/Mad          | am,                              | •                             | -   |                   |                  |                               |
|          |                       |                                  | •                             |   |                   |                  |                               |
|          | We hereby co          | nfirm that:                      |                               |   |                   | ,                |                               |
|          | 1) Tr                 | ne provision<br>oplicable        | ns of the Micr                | o, Small and Med                                  | dium Enterprise   | s Development /  | Act, 2006 is no               |
|          | =                     | E))                              | AND                           |   |                   |                  | •                             |
| 8        | 21 144                | . h                              |                               |   |                   |                  | •                             |
|          | 2) W                  | e nave <u>no</u><br>terprises D  | t filed memo<br>evelopment Ac | orandum under 1<br>ct, 2006.                      | the provisions    | of Micro, Small  | and Medium                    |
|          | Ple                   | ease Tick                        |                               |   |                   |                  | ·                             |
|          |                       |                                  | OR                            | Ei  |                   | ()               |                               |
|          | 3) We<br>Dev          | have <u>filed</u><br>relopment / | memorandum<br>Act, 2006.      | under the provis                                  | sions of Micro, S | Small and Mediu  | m Enterprises                 |
|          | Plea                  | ase Tick                         |                               |   |                   |                  |                               |
|          | If <u>filed</u> then, |                                  |                               | .00   |                   | #<br>#           |                               |
| <i>≈</i> | <b>a)</b>             | We have                          | (DD                           | norandum with<br>/MM/YY)(Please orandum/certifica | attach the ackn   | ouledcement of   | Authority on<br>the Authority |
|          | b)                    | As per the 2006. We              | ne provisions are classified  | of Micro, Small a<br>as:                          | and Medium E      | nterprises Devel | opment Act,                   |
|          |                       | I.                               | Micro                         |   |                   |                  |                               |
|          |                       | II.                              | Small                         | 12  |                   |                  |                               |
|          |                       | iii.                             | Medium                        |   |                   |                  |                               |
|          | For Value of Suppl    | E                                |                               | *   | 2                 |                  | 35                            |
|          |                       |                                  |                               |   |                   |                  |                               |

(Authorised Signatory)