

The Doon School, Dehra Dun



Tender Form for the supply of Utencils duration of supply April 1,2024 to March 31, 2025

Name Of Tenderer :-
Address Of Tenderer :-
Telephone No. :-
GST No. :-
Email :-

S.No.	DESCRIPTION OF ITEMS	MAKE	QTY	RATE
1	TUMBLER GLASS 200 ML	.YERA	650	
2	COFFEE CONTAINER / TEA URN 20 LTS.	DOLPHIN	5	
3	COFFEE CONTAINER / TEA URN 10 LTS.	DOLPHIN	3	
4	COFFEE CONTAINER / TEA URN 5 LTS.	DOLPHIN	3	
5	PLASTIC BUCKET 20 LTS.	POLYSET	70	
6	BASKET PLASTIC LARGE FRUIT		15	
7	CHOTA HAJRI MUG SS		100	
8	THERMOS FLASKE 1 LTS	MILTON	36	
9	TEA CUP SAUCER SET (GOLDLINE)	SET	20	
10	STEEL BUCKET 25 LTS		25	
11	PLASTIC PEDAL BIN WITH BASKET 20 LTS		20	
12	ALUMINIUM TRAY		30	
13	TEA MUG CHINA	SAMRAT	300	
14	GAS BHATTI (SINGLE)		5	
15	LAUNDRY BASKET		100	
16	TABLE SPOON HALF EMBOSED	UNITED	800	
17	GLASS STEEL		100	
18	TEA KETTLE SS		30	
19	FRYING PAN (M)		20	
20	CHAPATI CASAROLE (1.5 LTS.)	MILTON	20	
21	TABLE FORK HALF EMBOSED	UNITED	800	
22	TEA SPOON HALF EMBOSED	UNITED	800	
23	ALUMINIUM PATILA WITH LID	KGS.	40	
24	DORA STEEL		10	
25	SERVICE SPOON	KUMAR	300	
26	MUSLIN CLOTH	MT.	60	
27	ACHAR POT CHINA CERAMIC		20	
28	SOAP CASE PLASTIC		100	
29	FRYING STRAINER ROUND LARGE		10	

30	SAUCE PAN		5
31	WATER JUG SS WITHOUT ICE CATCHER		10
32	TIFFIN CARIER LARGE		2
33	ALUMINIUM PATILA COVER 32" DIA	KGS.	6
34	PLASTIC MUG	POLYSET	100
35	FULL PLATE STEEL		25
36	DUST PAN LARGE		60
37	BASKET PLASTIC SMALL (FRUIT)		25
38	CHILAMCHI PLASTIC 18 LTS	POLYSET	10
39	TABLE KNIFE	UNITED	500
40	KITCHEN KNIFE 12"		15
41	PLASTIC DUST BIN SMALL OPEN		25
42	EGG PALTA		15
43	PALTA STEEL		10
44	TEA STAINER LARGE		8
45	BELAN LONG HANDLE WOODEN		6
46	KARCHI SS		10
47	POORI JHARNA		6
48	QUARTER PLATE STEEL		15
49	RICE SPOON		50
50	ALUMINIUM TEA KETTLE LARGE		6
51	PEELER		15
52	GAS LIGHTER		10
53	SAUCER CHINA	SAMRAT	20
54	DORA STEEL SMALL		4
55	SOUP PLATE STEEL		5
56	GRATER IRON LARGE		2
57	SWING BIN 40 LTS	CELLO	15
58	SWING BIN 60 LTS	CELLO	25
59	STEEL PIE DISH		30
60	PLASTIC WATER BOTTLE (1 LTR.)	MILTON	80
61	HANGER PLASTIC GOOD QUALITY		120
62	STEEL GARBAGE BUCKET (OPEN)		15
63	SUGAR DISPENSER BOTTLE		100
64	SAUCE BOTTLE GLUMAN (RED)	GLUMAN	100
65	PLASTIC GLASS	GLUMAN	500
66	FLIT PUMP		30
67	WIPER SMALL (SLAB)	UNIQUE	30
68	WIPER BIG	UNIQUE	60
69	DUST PAN SMALL		50
70	BOROSIL GLASS MEDIUM	SET	100
71	POLYTHENE SHEET (HEAVY)	MTRS	30
72	SUGAR TONG SS GOOD QUALITY		20
73	CRUET SET		50
74	TIN CUTTER		10
75	CONICAL STAINER LARGE		3
76	JUG SS HEAVY SPECIAL		5
77	ELECTRIC KETTLE 1 .7 LTRS		5

78	COMMODE BRUSH GOOD QUALITY		100
79	PASTRY TONG	NOS	15
80	ALUMINIUM PARAT	KGS.	15
81	BUCKET IRON 10 LTRS.		3
82	BUCKET IRON 20 LTRS.		3
83	CHOPPER IRON		2
84	CHOPPER SS		1
85	CHOPPING BOARD SIZE :- 1.5 X 1		10
86	EGG BEATER SMALL HANDLE		2
87	EGG BEATER LARGE HANDLE		2
88	ICE CREAM SCOOP		4
89	KONCHA SMALL		5
90	KONCHA MEDIUM		5
91	KONCHA LARGE		3
92	LEMON SQUEEZER		2
93	JHAAM		3
94	PIZZA CUTTER		2
95	THERMOS FLASK 1 LTS VACCUM IN SS		30
96	GLASS BOTTLE 1 LTRS	MIRADAN	30
97	GLASS BOTTLE 1/2 LTRS	MIRADAN	30
98	MILK MEASURE 1 LTRS		2
99	PRESSURE COOKER 2 LTRS	HAWKINS	1
100	PRESSURE COOKER 5 LTRS	HAWKINS	1
101	PRESSURE COOKER 20 LTRS	HAWKINS	2
102	PRESSURE COOKER 25 LTRS	HAWKINS	2
103	KARCHI IRON		40
104	KARCHI STEEL		40
105	STEEL THALI (FOR STAFF)		12
106	STEEL MUG (FOR STAFF)		12
107	SS FLASK PRESS PUSH (2 LTRS)	CELO/MILTON	3
108	SS FLASK PRESS PUSH (3.5 LTRS)	CELO/MILTON	3
109	SS FOOD PAN WITH LID (18 LTRS.)		6
110	GAS BHATTI (DOUBLET) COMMERCIAL		3
111	SS FOOD PAN (7 TO 8 LTRS.)		6

PLEASE QUOTE THE RATE INC. OF ALL TAXES F.O.R. SCHOOL


Gp. Capt. Sandeep Sethi (Retd.)
Bursar



Last date for submitting the tender form :- March 1, 2024 by 4:30 PM

THE DOON SCHOOL, DEHRA DUN – 248001

TENDER FORM FOR THE SUPPLY OF

Utensils (Crockery)

Duration of Supply 01-APRIL- 2024 TO 31-MARCH-2025

Terms & Conditions of the Contract:

1. All tenderers are required to deposit their tenders in sealed envelopes along with cheque of Rs. 10,000/- 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. Cheque should be in the name of "The Headmaster, The Doon School.
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, 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.
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

Schedule of Tender Opening for the year-2024- 25

S.No	Department	Date	Tender	Time
1	Admin. Department	March 04, 2024	Security, General, Housekeeping and Laundry Services	11.00 a.m.
2	General Store	March 05, 2024	Printing Office & School Stationery, Printing Work and Crockery	11.00 a.m.
3	General Store	March 06, 2024	Toiletry and Misc. Items and other Items and Readymade Garments	11.00 a.m.
4	IT Department / MIC Tuckshop and Hospital	March 07, 2024	Computer Ink Cartridge Running Tuckshop and Medicine	11.00 a.m.


Gp. Capt. Sandeep Sethi (Retd.)
Bursar

S.No.	Particulars	Details to be filled by the organization
1	Name of the Firm	
2	Registered Address	
3	Establishment year of the company	
4	Status (Company / Firm / Proprietor / co-oprative society / HUF / Other)	
5	Name of the contact person	
6	Designation of the contact person	
7	Telephone / Mobile No.	
8	E-mail	
9	Website	
10	Turn Over details (Copy of CA certified audited Balance sheet and profit and loss account to be enclosed) Amount in Rs. (a) Previous Year (b) One Year before previous year. (c) Two Years before previous year (Submit copy of registration no. certificate)	
11	GST No. of the firm (Submit copy of GST registration no. certificate)	
12	Permanent Account Number of the company (Submit copy of PAN)	
13	Micro,Small and Medium Ent. Reg. no. (Submit copy of MSME registration no. certificate)	
14	FSSAI Licence No. (Submit copy of FSSAI Licence no. certificate)	
15	Health Dept. License Please attached copy of the same	
16	Catering License Please attached copy of the same	
17	Whether regular pest control activities are undertaken in your establishment	
18	Whether the food items / ingredients / water used in your establishment are lab tested	
19	Fire Safety License	

Attn

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)	
24	Organization strength	
	Category	No. of persons on roll
(a)	Top Management	
(b)	Executive staff	
(c)	Supervisory Staff	
(d)	Workers	
(e)	Others	
25	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 attached 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	
29	Branch	
30	Account Number	
31	IFSC Code / MCR Code	
32	Do you have any related party in the school ? (in the director or employee) If yes please mention the name and relation with his/her.	

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)



Details of attached Bank Draft/Cheque of the Earnest Money

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

(Signature and seal of the firm)

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 

(Authorised Signatory)