

THE DOON SCHOOL, DEHRA DUN- 248001

TENDER FORM FOR THE SUPPLY OF Dals & Whole Spices etc.

Duration of Supply:- 1<sup>st</sup> April - 2026 - 31<sup>st</sup> March - 2027

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

1. All tenderers are required to deposit their tenders in sealed envelopes along with cheque of Rs. 50,000 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 prices 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

**Note :-**

- 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	

*[Signature]*

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	<b>Organization strength</b>	
	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	<b>Bank Details :- Account Name</b>	
28	<b>Name of The bank</b>	
29	<b>Branch</b>	
30	<b>Account Number</b>	
31	<b>IFSC Code / MCR Code</b>	
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.	

ote :-

- 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)



THE  
DOON  
SCHOOL

## The Doon School, Dehra Dun

Tender Form for the Supply of **DALS AND WHOLE SPICES ETC.** duration of supply April 01, 2026 to March 31, 2027

Name of Tenderer :-

Address of Tenderer :-

Telephone No. :-

GST No.:-

Email :-

S.NO	PARTICULARS	BRAND	A/U	QTY	RATE
1	Bay leaf (Tej Patta)		KG	10	
2	Salt Black		KG	200	
3	Ajwain		KG	100	
4	Cinnamon ( Dal chinni)		KG	50	
5	Coriander (Dhania)		KG	50	
6	Cumin (Jeera)		KG	200	
7	Saunf		KG	100	
8	Methi dana		KG	50	
9	Rai Dana		KG	50	
10	Mustard black		KG	50	
11	Mustard yellow		KG	20	
12	Red chilli Whole		KG	25	
13	White Sesame (Till)	PKB PREMIUM	KG	100	
14	Peanut Kacchi	RAJDHANI/TONG GARDEN	KG	250	
15	Poha	RAJDHANI/TATA SAMPANN	KG	1000	
16	Jaggery Powder		KG	200	
17	Water Melon Seeds		KG	700	
18	Sunflower Seeds		KG	20	
19	Nutmeg (Jaiphal)		KG	10	
20	Clove (Laung)		KG	20	
21	Heeng	L.G/MDH	KG	20	
22	Kalongi		KG	20	
23	Javitri (Mace)		KG	20	
24	Piplee		KG	5	
25	Star Anise		KG	5	
26	Black pepper whole good quality		KG	50	
27	Large elaichi whole good quality		KG	50	
28	Arhar dal	RAJDHANI/TATA SAMPANN	KG	2000	
29	Rajma dal	RAJDHANI/TATA SAMPANN	KG	3000	
30	Kabuli chana	RAJDHANI/TATA SAMPANN	KG	3000	
31	Kala chana	RAJDHANI/TATA SAMPANN	KG	2000	
32	Masoor dal black	RAJDHANI/TATA SAMPANN	KG	1500	
33	Malka Red	RAJDHANI/TATA SAMPANN	KG	700	
34	Moong Sabut Dal	RAJDHANI/TATA SAMPANN	KG	700	
35	Moong Chilka dal	RAJDHANI/TATA SAMPANN	KG	500	
36	Moong Dhuli dal	RAJDHANI/TATA SAMPANN	KG	1000	
37	Urad Sabut Dal	RAJDHANI/TATA SAMPANN	KG	2000	
38	Urad Dhuli	RAJDHANI/TATA SAMPANN	KG	1500	

39	Urad Chilka dal	RAJDHANI/TATA SAMPANN	KG	700	
40	Lobia dal	RAJDHANI/TATA SAMPANN	KG	700	
41	White Matra	RAJDHANI/TATA SAMPANN	KG	1000	
42	Chana dal	RAJDHANI/TATA SAMPANN	KG	3000	
43	Dalia Roasted	RAJDHANI/TATA SAMPANN	KG	200	
44	Suji	RAJDHANI/TATA SAMPANN	KG	1000	
45	Saffron 1 gms pack BABY (Kesar)	BABY BRAND	PKT	600	
46	Khus Khus good quality		KG	50	
47	Hari Elaichi good quality	ORGANIC GREEN CARDMOM	KG	150	
48	Shahi Zeera		KG	2	
48	White Peanut good quality		KG	1000	

Please quote the rate inclusive of all Taxes FOR School

Last date the submitting the rates is December 21, 2025 till 7:00 pm.

**Gp. Capt. Sandeep Sethi (Retd.)**  
**Bursar**



The Doon School  
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Dehradun, UK 248001  
India

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*(Handwritten signature)*