THE DOON SCHOOL, DEHRA DUN- 248001

TENDER FORM FOR THE SUPPLY OF Duration of Supply:-

Terms & Conditions of the Contract: -

1. All tenderers are required to deposit their tenders in sealed envelopes along with cheque of as earnest Money. The earnest Money will be refunded to unsuccessful ternderers 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 printeddlivery 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
- 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 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 of test and acceptance and does not absolve the contractor from his responsibility on this score.
- 7. Delivery van and items supply contrainers/ 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

Gp.Capt. Sandee Sethi (Retd.)

Bursar

Schedule of Tender Opening

S.No.	. <u>Department</u>	<u>Date</u>	<u>Tender</u>	<u>Time</u>	Day
	1 Games Store	December 22,2025	Games/Sports Items and Equipments	10:30 AM	Monday
2	Wellness Centre	December 22,2025	Medicines and Surgical Items	11:30 AM	Monday
3	Book Store / Library	December 22,2025	Text Books	12:10 AM	Monday
XXXX	XXXXXXXXXXXXXXXXX	XXXXXXXXXXXXX	OXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXX	XXXX
4	4 CDH	December 23,2025	Eggs,Fish,Chicken,Mutton,Milk & Milk Products,Soya Products,Namkeen,Fruits & Vegetables,Atta,Dals,Rice,Oils,Dryfruit,Ice Cream, Cold Drinks and Frozen Vegetables	10:30 AM	Tuesday
5	Tuckshop	December 23,2025	Dry Tuckshop	11:30 AM	Tuesday
6	CDH	December 23,2025	Supply and refilling of 19 KG LPG Gas Cyclinder	12:10 PM	Tuesday
XXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXX	XXXX
7	Workshop & Maintenance	December 24,2025	Electrical Items, Sanitary & Plumbing Items, Glass,Plywood,Hardware,Paints and Chemicals	10:30 AM	Wednesday
XXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXX	XXXX
8	General Store	December 26,2025	Printing, Office and School Stationery	10:30 AM	Friday
9	H.M. Set.	December 26,2025	Printing Work	10:45 AM	Friday
10	Art Dep	December 26,2025	Art Material	11:30 AM	Friday
(XXX)	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXX	XXXXXXX
	Gen. Store/ EDH	December 29,2025	Toiletry and Misc. Items and other Toiletry Items / Disposable Ltms	10:30 AM	Monday
	I T Dep	December 29,2025	Ink Cartridge/Toner and Consumable Items	12:00 Noon	Monday
	CDH / Gen. Store	December 29,2025	Crockery	12:10 PM	
(XXX)	(XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	OXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	(XXXXXXXXXX	XXXX
14	Gen. Store	December 30,2025	Summer Uniforms	10:30 AM	Tuesday
15	Gen. Store	December 30,2025	Winter Uniforms	10:30 AM	Tuesday
	0	December 30,2025	Readymade Garments	11:00 AM	Tuesday
16	Gen. Store	December 30,2025	readymade Camients	11.00 AIVI	
			XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX		
(XXX)				(XXXXXXXXXX	
(XXX) 17	(XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	10:30 AM	CXXX
17 18	Admin Department	December 31,2025 December 31,2025 December 31,2025	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	10:30 AM 10:30 AM	XXX Wednesday
17 18 19	Admin Department Admin Department	December 31,2025 December 31,2025	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	10:30 AM 10:30 AM 10:30 AM	(XXX Wednesday Wednesday

Note:

- 1 Last Date of submitting the tender Forms is :- December 21, 2025.
- 2 Days and timing of submitting the Tender Forms is :- Monday to Sunday from 9:00 AM to 7:00 PM
- 3 Place of submitting the tender forms: In sealed drop box kept with the security at the Main Gate of THE DOON SCHOOL **Or in** this email Id: tenderforms@doonschool.com
- 4 Place of opening of tender form :- All tender forms will be open at the Admin Block
- 5 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,THE MALL ROAD DEHRADUN
- 6 Tender sent by other means will not be accepted in any case.

Gp. Capt. Sandeep Seth (Retd.)

Bursar



5.	No. Particulars	Details to be filled by the organization
-	1 Name of the Firm	
	2 Registered Address	
	- P	·
_	3 Establisement 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	Se sa sa sa sa sa sa
	9 VVeOsite	
1	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)	
-	(Gobrint copy of registration no. certificate)	
11.	GST No. of the firm	
	(Submit copy of GST registration no. certificate)	
	() Section () Section ()	
12	Permanent Account Number of the company	
	(Submit copy of PAN)	
_		
13	Micro,Small and Medium Ent. Reg. no.	9
-19	Submit copy of MSME registration no. certificate)	
	200411	X.
	FSSAI Licence No.	
+	Submit copy of FSSAI Licence no. certificate)	
151	lealth Dept. License	
	lease attached copy of the same	
+	- same statement sopy of the same	9 9 9 9
6 C	atering License	V * 1.8
	lease attached copy of the same	
+	and the safety of the same	
	hether regular pest control activities are undertaken your establishment	
7 W		· · · · · · · · · · · · · · · · · · ·
in B W	hether the food items / ingredients / water used in ur establishment are lab tested	
In S W you	hether the food items / jngredients / water used in ur establishment are lab tested	

Um

45

-		
-	20 EPF Registration No.	
7	(Submit copy of EPF registration no. certificate)	
	(Salatan III. Solation)	
	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	
)	Executive staff	
c)	Supervisory Staff	^
1)	Workers	
)	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 attaced copy of one of the following bills for address proof	
- V	Telephone bili / Electricity bill / Water bill	
27	Bank Details :- Account Name	
28	Name of The bank	A South and the second appropriately the second active
29	Branch	e general e e e e e e e e e e e e e e e e e e e
30	Account Number	
31 1	IFSC Code / MCR Code	
32 [Do you have any related party in the school?	
(in the director or employee)	
	f yes please mention the name and relation with	

ote :-

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

Attim

Details of attached Bank Draft/Cheque of the Earnest Money

Particulars	Details	
Name of tenderers		
Address of tenderer		
31		
Contact No.		
Email I D		
Tender of supply of		
D.D. / Cheque No.		
Date of D.D. / Cheque		
Name of Bank		
arnest Money amount		
	Name of tenderers Address of tenderer Contact No. Email I D Tender of supply of D.D. / Cheque No. Date of D.D. / Cheque	Name of tenderers Address of tenderer Contact No. Email I D Fender of supply of D.D. / Cheque No. Date of D.D. / Cheque

(Signature and seal of the firm)

1	To,		5.0		·						
1		tor of Finance,	8						•		
1	The D	oon School,	,	200 5 3		•					
•	Mail R	load.	•		*						
14	Dehra									•	
				•	×			1:8			
	, n	s 50 50		•							
	Dear Si	r/Madam,		×.			- 8 8	* "		· : .	
	337	·/ wanaiii,		(8)		•				**	. 3
				•							
8	We here	by confirm th	at:		.					2	
	1)	The provide	ione of th		e: .			:%		, 'S	
		applicable	HOUS OF EN	e Micro,	. Small ai	nd Mediu	ım Enter	orises De	velonmen	t Art 2004	= ta
		abbucanse							· cropinch	· Act, 2000) 12 IK
S. S.			A	IND	9		23		8 . 4		
C	2)	We have	ant filed	TO 10 10 10 10 10 10 10 10 10 10 10 10 10 							•
		Enterprises	Developer	memora	indum u	nder the	provisio	ns of N	licro. Sma	all and ide	adi
	9		oe verohili	ent Act,	2006.		(6)			in Strict 1416	evium
	•	Please Tick		1						9.0	
2		7	(9)	3							
	25.		OR	•	No.						ority
			ON		2 2		1 2		E.		
	3)	We have filed	l memorar	าดีเมรา	er Selson stiller					- '	2
		Development	Act. 2006	wan an	ner the t	Provisions	of Micro), Small a	nd Medic	ım Enteror	ises
ı					in wi.		2,14	*	n Telephone Marie		
0.00	1	Please Tick				•	.,		e 11		
	filed then,				•				. ^ *		
	EX.		382			1.67		141			
	0)	We hav	e filed	тетога	ndum u	ith the	- A10 - 3			*** ***	
				(DD/MN	A/YY1/Pla	nui uis	notmed	Govern	iment A	uthority o	n
		for receip	t of the Me	morana	lum/certi	ise uttuti Fireta ica	n une açıkı	rowledge	ment of t	uthority o he Authorit	y
		3					ieu by till	: autnem	<i>y)</i>		
	b)	As per th 2006. We	e provisio	ns of M	licro Sm:	ه احمط الد	Andrews a				
		2006. We	are classifi	ed as:	6, 51116	an auto 1A	nealum E	nterprise	s Develo	oment Act,	,
		J	Micro			•			3		
			2.	i		E(:4			•	
		11.	Small	ı				8			
0	- 6	•		18							E
		· III.o (*	Medium	<i>-</i>			•				
				4							
For				, 4		Ne A					
							• ()	4		. (6)	

(Authorised Signatory)

THE DOON SCHOOL

38 PIZZA BOX

39 LD BAGS

The Doon School, Dehra Dun

5000

500

NOS

KG

Tender Form for the Supply of DISPOSABLE PRODUCT duration of supply April 01, 2026 to March 31, 2027

	of Tenderer :- ss of Tenderer :-			1 - 3)		
Teleph	one No. :-					
GST N						
Email:						
Ellian .						
		1			Rate	(In
S.No.	Item	Make	Unit	Qty	Rs.)	(
				14.7	1.0.7	
1	FULL PLATE ECOFRIENDLY ROUND		NOS	15000		
	QTR PLATE ECOFRIENDLY ROUND		NOS	50000		
	BROWN COFFEE GLASS		NOS	10000		
	SQUARE GLASS		NOS	10000		
	SURGICAL GLOVES		PAIR	20000		
	GLOVES PLASTIC	·	NOS	40000		
	PACKING BOX SMALL	-	NOS	5000	_	
	PACKING BOX BIG		NOS	5000	_	
	RIPPLE GLASS		NOS	20000	_	
	BURGER WRAPPING PAPER ,RED/GREEN		NOS	10000	_	
	STRAW - PLASTIC		NOS	3000	_	
	DISPOSABLE FORK IN WOODEN		NOS	20000		
	DISPOSABLE KNIFE IN WOODEN		NOS	20000		
	DISPOSABLE SPOON IN WOODEN	·	NOS	50000		
	CURD /DESERT BOWL WITH LID 100 ML PLASTIC		NOS	10000	_	
	STIRRER WOODEN		NOS	10000		
	KITCHEN TOWEL ROLL		NOS	20	_	
	SQUARE GLASS BIG		NOS	10000		
	LADDU BOX -2 PCS		NOS	5000		
	LADDU BOX - 4PCS		NOS	5000		
	LADDU KATORI	-	NOS	10000		
	GLASS PLASTIC RED HARD		NOS	10000		
	BROWN ENVELOPES BAG BIG - FOR BISCUIT		NOS	5000		
	BROWN ENVELOPES BAG SMALL - FOR BISCUIT		NOS	4000		
	PACKING FOOD SILVER CONTAINER WITH LID -SIZE			1		
25	400ML(6X5)		NOS	10000		
	PACKING FOOD SILVER CONTAINER WITH LID -SIZE	-				
26	250 ML(5X4)		NOS	10000		
	MUFFINS CUP LAMINATED		NOS	25000		
	MUFFINS CUP ORDINARY		NOS	40000		
	CAKE BASE WITH BOX	9" SIZE	NOS	800		
	CUP LAWA	3 3122	NOS	10000		
	PAPER BAG WITH HANDLF, 17"X12"X 4.5"		NOS	2000	0	****
	PLUM CAKE BOX MOULD WITH LID - 300GM/250GM		NOS	6000		
	CAKE BASE WITH BOX	12" SIZE	NOS	800		
	CARRY BAG- 5 KG(PLASTIC)		KG	50		
	CARRY BAG- 3 KG(PLASTIC)		KG	50		
	ZIP LOCK		NOS	10000		*******
	MICROFIBRE DUSTER		NOS	200		-
- 7	provided the second sec			4		-

40	SWIZZLE STICK		NOS	5000
41	DISPOSABLE CAPS		NOS	30000
+2	CAKE BASE WITH BOX	18" SIZE	NOS	500
43	DISPOSABLE KATORI/CURRY BOWL ECO FRIENDLY		NOS	30000
44	FUEL FOR CHEFFING DISH	GOOD QUALITY	NOS	7000
45	PAPER ROLL THICK WHITE		KG	600
46	PACKING BOX CARDBOARD WHITE 8"X8"X4"	GOOD QUALITY	NOS	3000
47	LOCK POUCH 5 X 4 (BIG)	HEAVY	NOS	1000
48	LOCK POUCH 3 X 4 (SMALL)	HEAVY	NOS	1000
	PVC COMPARTMENT PLATE NO12	GOOD QUALITY	NOS	2000
	BUTTER PAPER THICK		NOS	5000
51	GLOVES ORANGE		PAIR	200
52	CARDBOARD BOXES SIZE 5 X 7 X 3.5 BIG	GOOD QUALITY	NOS	2000

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 Indian Public Schools' Society, Registered office: The Doon School, Chandbagh, Dehradun, Uttarakhand. Corporate Identification Number: U99999UR1928NPL002456

The Doon School Mall Road Dehradun, UK 248001 India

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

