

THE DOON SCHOOL, DEHRA DUN- 248001

TENDER FORM FOR THE SUPPLY OF Tuckshop/CDM

Duration of Supply:- April - 2026 - March 31, 2027

Terms & Conditions of the Contract: -

1. All tenderers are required to deposit their tenders in sealed envelopes along with cheque of Rs. 20,000 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 :-

- 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.

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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	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)



THE
DOON
SCHOOL

The Doon School, Dehra Dun

Tender Form for **Dry Tuck** for the Tuckshop in The Doon School

From April 1, 2026 to March 31, 2027

Name Of Tenderer :-

Address Of Tenderer :-

Telephone No. :-

GST No. :-

Email :-

Dry Tuck		
Sl. No.	Name	Rate (Net)
1	LAYS CHIPS- Cream & Onion, Spanish Tomato Tango, Chile Lemon, Cheddar Cream, West Indies Sweet Chilli, Magic Masala, Salted, Cripz, Lays Max, Lays Wavy	
2	PUFF CORNS	
3	KURKURE - Masala Munch, Chili Chataka, Green Chutney Style	
4	DORITOS	
5	ROASTED NUTS	
6	BANANA CHIPS	
7	BALAJI - WHEELS	
8	CORNITOS - All types	
9	DAIRY MILK	
10	5 Star	
11	KITKAT	
12	OREO - Vanilla & Chocolate	
13	Chocos	
14	CHOCO FILLS	
15	Lollipops Jolly Rancher - All Flavours	
16	Polo Mints	
17	Bar One	
18	Nestle Chocolate	
19	DARK FANTASY	
20	CHOCO PIE	
21	CHEETOS	
22	Crax : Fritts, Rings	
23	Too Yum - Quinoa Puffs: Cheesy Garlic Bread, Tikka Masala, Lime Peri Peri	
24	Too Yumm - Veggie Stix: Sour Cream & Onion, Cheese & Herbs, Chili Chataka, Minty Masala, Cheese & Herbs	
25	Too Yum - Chips: Kashmiri Chilli, Cream & Onion	
26	TOO YUMM - Karare: Munchy Masala, Chilli Achari, Noodle Masala, Garlic Peri Peri	
27	MAGGI MASALA	

28	BRB Cips: Bhel, Sweet Chipotle, Pasta Cheese	
29	Snickers	
30	Waffers: Orange, Chocolate	
31	Frooti	
32	Appy	
33	Appy Fizz	
34	Cheese Balls	
35	Nutcracker	
36	Chiwda Namkeen	
37	Tongs Garden Party Pack	
38	Hully Gully Golden Pack :- Corn Puff, Nimbu Masala, Cheese Flavour, Khatta Meetha, Tangy Cocktail	
39	Hully Gully Onion Rings	

Tender Proposal Notes for Dry Tuck Items

- 1 **Item & Brand Compliance:** Strict adherence to the listed products and brands is mandatory; no changes allowed.
- 2 **Operational Days & Timing:** Tuckshop will open twice a week (Tuesday & Friday) from 3:15 PM to 4:15 PM; school management may alter days due to events.
- 3 **Supply Requirements:** Vendors must ensure timely delivery, maintaining freshness, proper packaging, and adherence to expiry dates.
- 4 **Eligibility Criteria:** Vendors must have prior experience, valid trade licenses, FSSAI certification, and GST registration.


Gp. Capt. Sandeep Sethi (Retd.)
Bursar

Tender Notice for running the Tuck Shop (For Dry Tuck only) in the premises of The Doon School. Mall Road, Dehradun

The Doon School has a Tuck Shop on its premises and is desirous of contracting out the running of the same to such an independent agency which has experience and expertise in running such shops.

The contractor will have to enter into an agreement to provide such service on the following terms and conditions :-

- (1) The contractor will keep the Tuck Shop neat and clean.
- (2) The utensils, furniture, resources, materials and personal will be arranged by contractor.
- (3) The contractor should notify list of staff employee by him from time to time and get their identify cards issued.
- (4) The contractor and his staff should adhere by the security norms of the school. The contractor would be responsible for conduct of his staff.
- (5) The contractor make arrangements for the all refrigeration, storage and cooling / heating equipment
- (6) Water and electricity will be provided by the school free of cost.
- (7) The Tuck shop will sell only those products that have been approved or will be approved from time to time by the master in charge of the Tuck shop.
- (8) In the Tuck Shop, no cash transaction takes place only coupons will be accepted as issued by the school from Boys Bank.
- (9) The School reserves the right to terminate the contract at any time during the year without assigning any reasons whatsoever, with no liability on our part. The supplier can terminate the contract with two months written notice, specifying reasons. In the event of termination of contract by the supplier without the written consent of the School, the security deposit will not be refunded.
- (10) All statutory compliances with regard to payment of government taxes, duties and other levies shall be the sole responsibility of the contractor/supplier, including complete adherence to all government and state rules and regulations.
- (11) All branded products should have the manufacturing date, expiry date etc clearly mentioned on the packing.
- (12) The contract of running the Tuck Shop for the period of April 1, 2026 to March 31, 2027.

2027.

Gp. Capt. Sandeep Sethi (Retd.)
Bursar