THE DOON SCHOOL, DEHRA DUN- 248001

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TENDER FORM FOR THE SUPPLY OF Book States
Duration of Supply: - 1st April, 2026 - 31st March - 2027
Terms & Condition Con

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 ternderer 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 their presentation.

 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 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 not be refunded.

Gp.Capt. Sandeep Sethi (Retd.) Bursar

Schedule of Tender Opening

S.No.	Department	<u>Date</u>	Tender	Time	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
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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
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7	Workshop & Maintenance	December 24,2025	Electrical Items, Sanitary & Plumbing Items, Glass,Plywood,Hardware,Paints and Chemicals	10:30 AM	Wednesday
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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
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11	Gen. Store/ ŁOH	December 29,2025	Toiletry and Misc. Items and other Toiletry Items / Disposable Liting	10:30 AM	Monday
	l T Dep	December 29,2025	Ink Cartridge/Toner and Consumable Items	12:00 Noon	Monday
13	CDH / Gen. Store	December 29,2025	Crockery	12:10 PM	Monday
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14	Gen. Store	December 30,2025	Summer Uniforms	10:30 AM	Tuesday
15	Gen. Store	December 30,2025	Winter Uniforms	10:30 AM	Tuesday
	Gen. Store	December 30,2025	Readymade Garments	11:00 AM	
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	Admin Department	December 31,2025	Security Services	10:30 AM	Vednesday
	Admin Department	December 31,2025	General Services	10:30 AM	Vednes day
	Admin Department	December 31,2025	Housekeeping Services	10:30 AM	Vednes clay
20	Admin Department	December 31,2025	Dry Cleaning	11:00 AM	Vednesclay
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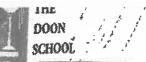
Note:-

- 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 ld:** 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



S.No.	Particulars	Details to be filled by the organization
	1 Name of the Firm	
	2 Registered Address	
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4	Status (Company / Firm / Proprietor / co-oprative	
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(b)) One Year before previous year.	
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		Registration no. of Labour Licence	
	-	(Submit copy of labor licence certificate)	
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c)	-	Supervisory Staff	
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lote :-

- 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)



Details of attached Bank Draft/Cheque of the Earnest Money

.No.	Particulars	Details
1	Name of tenderers	
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3	Contact No.	
4	Email I D	
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6	D.D. / Cheque No.	
7 1	Date of D.D. / Cheque	
8	Name of Bank	
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(Authorised Signatory)

THE DOON SCHOOL

The Doon School, Dehra Dun

Tender Form for the supply of Text Books at the Book Store for the period from April 1, 2026 to March 31, 2027 at The Doon School, Mall Road, Dehradun

S.No.	Name of Publishers	Discount on MRP	Handling Charges
1	Avichal Publishing Co.		
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(B)	E-book		
(C)	Physical textbook with E-book		
2	Bloomsbury India & International		
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Gp.Capt. Sandeep Sethi Retd.)

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