THE DOON SCHOOL, DEHRA DUN- 248001

TENDER FORM FOR THE SUPPLY OF Vagious Items of General State

Duration of Supply: _ It specif - 2026 - 31st Morch - 2027

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 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 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 ot 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. Sangeep Sethi (Retd.) Bursar

Schedule of Tender Opening

S.No.	Department	<u>Date</u>	<u>Tender</u>	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
XXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXX	XXXX
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
XXX	CXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXX	XXXX
7	Workshop & Maintenance	December 24,2025	Electrical Items, Sanitary & Plumbing Items, Glass, Plywood, Hardware, Paints and Chemicals	10:30 AM	Wednesday
XXX	(XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXX	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
XXXX	(XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXX	XXXXXXX
11	Gen. Store/2011	December 29,2025	Toiletry and Misc. Items and other Toiletry Items / Disposable etems	10:30 AM	
12	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	
XXXX	(XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXX	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
16	Gen. Store	December 30,2025	Readymade Garments	11:00 AM	Tuesday
XXXX	(XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	(XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXX	XXXX
		December 31,2025	Security Services	10:30 AM	Wednesday
17	Admin Department	December 31,2023			
	Admin Department Admin Department	December 31,2025	General Services	10:30 AM	Wednesday
18			Housekeeping Services	10:30 AM	Wednesclay
18 19	Admin Department	December 31,2025		10:30 AM 11:00 AM	Wednesday Wednesday 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



Name of the Firm	Details to be filled by the organization
Name of the Firm	
Conjetered Address	
Registered Address	
-	
Establisement year of the company	
Status (Company / Firm / Proprietor / co-oprative	
society / HUF / Other)	
Name of the contact person	
Designation of the contact person	
Telephone / Michilo No.	
Telephone / Mobile No.	7 MG
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4	20 EPF Registration No.	
1	(Submit copy of EPF registration no. certificate)	
-	21 ESI Registration No.	
	(Submit copy of ESI Registration certificate)	
-	(Cashinary of Ear Magadanor Certificate)	
	22 Registration No. of registered under Private Security	
	Agencies (Regulation) Act 2005	1
	(Submit copy of PSAR certificate)	
_	23 Registration no. of Labour Licence	
_	(Submit copy of labor licence certificate)	
_	(Submit copy of labor licence certificate)	
- :	24 Organization strength	
	Category	No. of persons on roll
a)	Top Management	The or percent of follows
b)	Executive staff	
c)	Supervisory Staff	
d)	Workers	·
9)	Others	
2	5 Whether the firm possess any of the following	
	certifications?	
	(i) ISO : 9001 (ii) ISO : 14001 (iii) OHSAS : 18001 or any other Certifications	2
	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	
	Telephone bill / Electricity bill / Water bill	
27	Bank Details :- Account Name	
28	Name of The bank	Experience of the Control of the Con
		and make make the sail
29	Branch	* * * * * * * * * * * * * * * * * * * *
30	Account Number	
31	FSC Code / MCR Code	
32 [Do you have any related party in the school?	
10	in the director or employee)	
1	yes please mention the name and relation with	
h	is/her.	
- 1	W	

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)

Illum

Details of attached Bank Draft/Cheque of the Earnest Money

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

(Signature and seal of the firm)

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(Authorised Signatory)

The Doon School, Dehra Dun

THE DOON SCHOOL

Tender Form for the Supply of various items duration of supply April 1,2026 to March 31, 2027

lame of Tenderer :-
address of Tenderer :-
•
elephone No. :-
SST No. :-
mail :-

S.No.	Items	Qty	Discount on MRP
	Clinic Plus Shampoo 175 Ml Bottle	70	
	Lifebouy Soap White 125 Gms	60	
	Lifebouy Soap Red 125 Gms	150	
	All Out Machine Combo Pack	2.50	
	Maxo Refill 45 ml Pack	2000	
	Black Boot Polish Cherry 40 Gms	300	
	Brasso Liquid 100 ml Bottle	20	
8	Silvo Liquid 100 ml Bottle	20	
9	Clip in Fit Full Set (Gala) Adjustble Grip	300	
10	Refill for Clip in Fit Set (Gala)	350	
11	Colin Liquid 500 ml Pack	500	
12	Dettol Pump Liquid 200 ml Pack	200	
13	Hand Wash Soap Liquid Fem 5 ltrs Pack	1000	
14	Lux Soap Small 30 Gms	12	
15	Min Cream 100 ml Pack	60	
16	Hit Spray 335 ml Pack	600	
17	Odonil Stick 100 Gms	1000	
18	Rin Bar 150 Gms	36	
19	Room Freshner Godrej aer 140 Ml Pack	500	
20	Tooth Brush Colgate Zig Zag	1.50	
21	Tooth Paste Colgate Gel Max Fresh 150 Gms	150	
22	Torch Eveready DL 40	100	
23	Torch Cell Eveready	60	
-	Pencil Cell Duracell AA	800	

25	Pencil Cell Duracell AAA	1100
₹26	Telcom Powder Cinthol 300 Gms	30
27	Soap Cinthol 100 Gms	30
28	Soap Lux 100 Gms	30
29	Shampoo Head & Sholder 100 Ml	50
30	Shawer Gel Nivia	300
31	Comb Hair Lilly 10 inch	24
32	Deo Nevia	250
33	Hair Oil Dabur Coconut Oil 100 Ml Pack	20
34	Lock Harrison 40 rd	500
35	Lock Harrison 60 rd	2.00
36	Cold Cream Nivia	36
37	Odomos 100 Gms Tube	250
38	Face Wash Nivia	1.00
39	Vim Bar 300 gms	7'50
40	Surf Excel 1 Kgs Pack	300
41	Harpic 500 MI Bottle	1500
42	Scotch Brite 9.5cm X 14cm	2000
43	Scotch Brite Sponge	500
44	Nip Powder 1 kgs pack	500
45	Vanish Liquid All in One	72
46	Comfart fabtic Conditioner 86 ml Pack	36

Please quote discount on M.R.P.

Gp. Capt. Sandeep Sethi (Retd.) Bursar