

# पीएम श्री केन्द्रीय विद्यालय सुकना

(शिक्षा मंत्रालय, भारत सरकार के अंतर्गत)

डाकघर-सुकना, जिला-दार्जिलिंग, पिन कोड-734009

टेलीफोन एवं फैक्स -0353-2573375/2573863

सीबीएसई संबद्धता संख्या - 2400013

विद्यालय कोड - 19244



<https://sukna.kvs.ac.in>

**PM SHRI KENDRIYA VIDYALAYA, SUKNA**

(Under Ministry of Education, Govt. of India)

P.O. : Sukna Dt- Darjeeling, PIN : 734009

Tel & Fax: 0353-2573375/2573863

CBSE Affiliation No:2400013

School Code No : 19244

E-Mail : kvkhaprail1257@gmail.com



विद्यालय में पुताई / पेंटिंग हेतु निविदा आमंत्रण ( 2024-25)

## **Tender Invitation for whitewash/Painting in Vidyalaya (2024-25)**

### **Important points of tender at a glance**

S.No	Particulars	Remarks
1	Title of the tender	Whitewash and painting in the Vidyalaya
2	Type of the tender	Open and advertised two bid System
3	Tender Category	Whitewash and Painting
4	Date of Publication of Tender	04.01.2025 in daily Newspaper (Hindi, English, Bengali) Siliguri Edition
5	Date of download of Tender Document	04.01.2025 (12PM)
6	Date of start of Bid Submission	04.01.2025 (12PM)
7	Last date of download of Tender Document	22.01.2025 (1PM)
8	Last date and time of submission of duly filled Tender (bidding) documents	22.01.2025 (1PM)
9	Mode of submission of duly filled Tender (bidding) documents	Only through Speed Post or Registered Post in the Vidyalaya Office
10	Address of submission of duly filled Tender (bidding) documents	The Principal Kendriya Vidyalaya Sukna Darjeeling – 734009
11	Bidding System	Two Bid System (Technical Bid & Financial Bid)
12	Bid Validity Period	180 days from the last date
13	Ernest Money Deposit (EMD)	Rs. 4,000/- (Rs. Four Thousand only) Refundable to unsuccessful bidder without Interest
14	Mode of submission of Price of Earnest Money Deposit	With Bid:- Demand Drafts (DD) or NEFT receipt for EMD in favour of KENDRIYA VIDYALAYA Sukna PM SHRI Account” payable at UNION BANK OF INDIA, SIT, Siliguri.
15	Date, time and place of opening of Bids	22.01.2025, 2:00 PM (Proposed) in the office of The Principal Kendriya Vidyalaya Sukna.

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## Tender Document (Invitation of Bids)

**Sub: "Inviting sealed Bids for whitewash/painting in external walls, internal corridors etc. of the building in Kendriya Vidyalaya Sukna (2024-25)"**

Sir/Madam,

1. The Kendriya Vidyalaya Sangathan, a centrally funded Autonomous Body, is a Society registered under Societies' Registration Act, 1860. The Sangathan administers the Scheme of Kendriya Vidyalayas set up for imparting education to the children of transferable Central Govt. Employees among others.

2. Sealed competitive Bids in Two Bid system are invited by the Principal, **Kendriya Vidyalaya, Sukna**, for whitewash/painting in external walls, internal corridors etc of the building in Kendriya Vidyalaya Sukna on such terms and conditions and technical specifications as set out in this Tender document from the **reputed firms**.

Brief Description of whitewash/painting	Amount of Bid Security (EMD) in Rs.	Payment
whitewash/painting in external walls, internal corridors etc of the building in Kendriya Vidyalaya Sukna  <b><u>Details of Area in Square Foot is enclosed as Annexure "A"</u></b>	Rs. 4,000/- (Refundable without any interest)	Demand Drafts (DD) Or NEFT for EMD in favour of "KENDRIYA VIDYALAYA Sukna, PM SHRI ACCOUNT" payable at UNION BANK OF INDIA, SIT, Siliguri  NEFT Details: A/c No: 588502010014632 IFSC: UBIN0558851

- Bidders shall ensure that their Bids, complete in all respect are to submitted through Speed Post/ Registered post only on or before the closing date and time as mentioned in the Tender document.
- Telex or Facsimile Bids or Bids through E-Mail/ Courier/ by hand are not acceptable.
- Each Bidder must submit only one Bid.
- Bidder should not tamper/ modify the tender form including Price Bid template in any manner. In case the same is found to be tempered/ modified in any manner, tender will be summarily rejected.
- Before formulating the bid and submitting the same to the Kendriya Vidyalaya, Sukna, the bidder should read and examine all the terms and conditions, instructions, specifications etc. contained in this Tender document. Failure to provide and/or comply with the required information, instructions etc. incorporated in this Tender document, may result in rejection of the bid.
- The Bidders shall bear all costs and expenditure incurred and/or to be incurred by it in connection with its tender including preparation and submission of its tender and for subsequent processing of the same. The Kendriya Vidyalaya, Sukna, will, in no case be responsible or liable for any such cost, expenditure etc regardless of the conduct or outcome or cancellation of the tendering process.
- It is imperative that each bidder fully acquaints himself/herself with all the local conditions and factors, which would have any effect on the performance/completion of the contract in all respects. Bidders would themselves be responsible for compliance with Rules, Regulations, Laws and Acts in force from time to time. On such matters, the Tender Inviting Authority/ KV Sukna shall not entertain any request from the bidders.

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10. The Principal Kendriya Vidyalaya, Sukna reserves the right to accept or reject any or all Bids or cancel the Bidding process at any time without assigning any reasons prior to award the contract.
11. The Principal Kendriya Vidyalaya Sukna also reserves the right to reject any bid (including the lowest one) which in his opinion is not responsive or violating any of the conditions/specifications or which is found to be adopting unethical business practices such as information/ certificates furnished are incorrect /False/ wrong or bogus; without bearing any liability or any loss whatsoever it may cause to the bidder in the process.
13. The bid shall remain valid for acceptance for a period of 180 days after the date of bid opening, prescribed in the bid document. Any bid valid for a shorter period shall be treated as unresponsive and rejected.
14. Conditional bids/Alternative Bids shall not be considered and will be out rightly rejected.

**Principal  
Kendriya Vidyalaya, Sukna**

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## PREPARATION OF BIDS

### 1. Documents comprising the Bid

S.No	Documents	Remarks
1	Bid submission Form	
2	Duly filled Technical Bid proforma	
3	Self-attested copy of GST Registration	
4	Self-attested copy of PAN card	
5	DD / NEFT receipt details of required amounts as EMD	
6	Declaration by the Firm/agency in favor of signatory of Bidding documents	
7	Certificate of Non-Blacklisting	
8	Duly signed and stamped each page of Tender document	

### Note: -

1. Please note that the prices should not be quoted in the Technical Bid.
2. Technical Bids received without required EMD or not fulfilling the prescribed criteria as stated above, or not submitted in the prescribed format shall be summarily rejected. KV Sukna decision in this regard shall be final, conclusive and binding on all the Bidder(s) and shall not be questioned / challenged by the Bidder(s) and no further correspondence by the bidders for any clarification shall be entertained after the last date of submission of Bids in this regard.
3. Financial Bids of those bidders shall be opened whose Technical Bids are found correct and complete in all respects and satisfy the laid down conditions.

### 1.1 FINANCIAL BID:

The bidder should submit the Financial Bid in the prescribed proforma for it, in a separate sealed envelope Marked as "FINANCIAL BID" and addressed to the Principal, Kendriya Vidyalaya, Sukna

### Note: -

1. Please note that no document should be kept along with the financial Bid.
2. Financial Bids submitted in the format other than the prescribed format shall be summarily rejected and no correspondence whatsoever shall be entertained in this regard.
3. The authorized signatory of the bidder must sign the bid with date, duly stamped at appropriate place.
4. No condition shall be attached to the Financial Bid. Conditional bids shall be summarily rejected.
5. It is the responsibility of Bidder to go through the Bidding Document before quoting the rates.
6. Both the sealed envelopes of Technical Bid and Financial Bid must be put in a single another sealed envelope and should be marked as "Bids for whitewash/painting" addressed to the Principal, Kendriya Vidyalaya, Sukna

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7. A Tender Opening Committee shall open the Technical Bids first. Financial Bids of only those bidders who qualify in the technical bids will be opened thereafter.

## 2. BID VALIDITY

1. Bid shall remain valid for acceptance for a period of 180 days after the date of bid opening, prescribed in the bid document. Any bid valid for a shorter period shall be treated as unresponsive and rejected.
2. In exceptional circumstances, KV, Sukna may request the bidders' consent to extend the validity of their bids up to a specified period. The bidders, who agree to extend the bid validity period are to extend the same in writing. However, they will not be permitted to modify their original bids during the extended bid validity period.
3. In case, the day up to which the bids are to remain valid falls on a holiday or on a day declared as holiday or closed day for the KV Sukna, the bid validity shall automatically be extended up to the next working day.

## 3. BID SECURITY/EARNEST MONEY DEPOSIT(EMD)

1. The Bidder shall furnish Demand Draft of Rs. 4,000/- (Rs. Four Thousand only) (Refundable without any interest) as Bid security (EMD) in favour of "KENDRIYA VIDYALAYA, SUKNA, PM SHRI ACCOUNT" payable at UNION BANK OF INDIA, SIT, SILLIGURI
2. This Demand Draft OR NEFT RECEIPT should be submitted with Technical Bid.
3. In case, as per notification of Government of India, the Bidder falls in the category of exemption of Bid Security, it should furnish the relevant notification along with required documents.
4. The Bid Security shall be valid for a period of forty-five (45) days beyond the validity period of the Bid and shall be valid for 90 days from the date of opening of the Bid.
5. The Earnest Money Deposit (EMD) shall be returned (without any interest) to the unsuccessful bidders after the award of the contract
6. The Bid Security (EMD) is required to protect the KV Sukna against the risk of the bidder's unwarranted conduct. Earnest Money Deposit of a bidder will be forfeited, if the bidder withdraws or amends its tender or impairs or derogates from the tender in any respect within the period of validity of its tender or if it comes to notice that the information/documents furnished in its tender is incorrect, false, misleading or forged in any manner.
7. Non submission of Bid Security of the amount as required and as in the form of separate Demand Drafts will be considered as major deviation and Bid shall be summarily rejected.

## 4. QUOTED PRICE

1. The rates are to be quoted in the currency of Indian Rupees and should be F.O.R. at Kendriya Vidyalaya Sukna inclusive of all taxes, GST etc. as applicable and inclusive of all charges of Installation, transportation, Insurance, packing & forwarding, loading/ unloading, excise duty (if any), levied Taxes from time to time and local costs incidental to Whitewash/Painting etc, and any other imposition whatever liable in respect of the supplies freight etc.
2. It is to be made very clear that Kendriya Vidyalaya Sukna shall not be liable to pay any Tax, freight etc which has not been expressly stipulated in the quotation in the event of acceptance of the quotation.
3. The rate quoted shall be exactly up to two places of decimal without any rounding off at any place including decimal places and without omitting/neglecting any digit up to two places of decimal.
4. The rate quoted shall be fixed for the duration of the contract and shall not be subject to any adjustment except the statutory provisions, if amended.
5. The responsibility of mentioning correct rate lies with the firm/ Bidder.
6. The rates quoted by the contractor shall hold good for about One year from the date of award of contract. Thereafter, the contract may be extended for further maximum period of another one year on the same rates basis on mutual consent depending on the performance of the supplier/s without changing in terms and conditions of contract.



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7. The Bidder shall deposit Rs. 4,000/- (Rs. Five Thousand only) in the form of Demand Draft/ NEFT/ in favour of "KENDRIYA VIDYALAYA Sukna PM SHRI A/c" payable at UNION BANK OF INDIA, SIT, Silliguri as Earnest Money Deposit (EMD) along with the Bid. The Earnest Money Deposit (EMD) shall be returned (without any interest) to the unsuccessful bidders after the award of the contract. Details of Vidyalaya Account are as follows: - "KENDRIYA VIDYALAYA Sukna, PM SHRI A/c", Account No. 588502010014632, IFSC Code - UBIN0558851, Union Bank of India, SIT, Silliguri. A proof of submitting EMD in bank through RTGS/NEFT/Bank Transfer must be attached with the quotation/tender.
5. **Discrepancies in Quoted Prices**
  1. If, in the price structure quoted by a bidder, there is discrepancy between the unit price and the total price, the unit price shall prevail and the total price corrected accordingly, unless the KV Sukna feels that the bidder has made a mistake in placing the decimal point in the unit price, in which case the total price as quoted shall prevail over the unit price and the unit price corrected accordingly.
  2. If there is an error in a total price, which has been worked out through addition and/or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected.
  3. If there is a discrepancy between the amount in words and figures, the amount in words shall prevail.
  4. If at any stage of evaluation of Bid it is found that in the quoted rates, any digit has been rounded off or any digit has been omitted or neglected including two places of decimal by the Bidder, the Bid evaluation committee reserves the right either to consider correct calculated price up to two places of decimal or to reject such Bid.
6. **Work completion period and terms & conditions of work**
  1. The successful Bidder shall ensure the completion of work within 30 (Thirty) days from the date of the Supply order as per the terms and conditions of delivery specified in this tender document.
  2. KV Sukna reserves the right to disqualify the bidder for a suitable period who fails to complete the said work in the stipulated time.
7. **Submission of Bids**
  1. Sealed Bids can be submitted through Registered/Speed Post only **super scribed on the envelopes "Bids for whitewash/Painting"** on or before 22.01.2025 by 01.00 PM and should be addressed to the Principal, Kendriya Vidyalaya, Sukna, Darjeeling - 734009
  2. In case, if the last date of submission of Bids happens to be declared Holiday for KV Sukna, then the Bids will be submitted on the next working day. Other terms & conditions and time schedule will remain unchanged.
  3. No Tender/Bid shall be accepted after stipulated date & time.
  4. KV Sukna, at its discretion, may extend the deadline for submission of bids by amending the bid document. In that case, all rights and obligations of the KV Sukna and the bidders would automatically stand extended.
  5. Submission of more than one bid by the same bidder shall entail him/her for disqualification from participating in the bid process.
8. **Opening of bids**
  1. The KV Sukna will open the bids on 22.01.2025 at 2 PM in the office of Principal KV Sukna. If any further change in the venue / date/ time of bid opening is made, due to administrative reasons the same will be communicated to the Bidders telephonically/ through e-mail.
  2. In case the specified date of bid opening falls on a holiday or is declared a holiday or closed day for the KV Sukna, the bids will be opened at the scheduled time and place on the next working day.
  3. Authorized representatives of the bidders, who have submitted bids on time may attend the bid opening provided they bring with them letters of authority from the corresponding bidders.
  4. Technical Bids will be opened in the first instance, at the prescribed date and time. These bids shall be scrutinized and evaluated by the KV Sukna with reference to parameters prescribed in the Bid Document.
  5. Financial Bids of only the technically acceptable bids shall be opened for further scrutiny and evaluation.

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## 9. Scrutiny of Bids

(a) **Basic Principle:** Bids will be evaluated on the basis of the terms & conditions already incorporated in the tender document, based on which tenders have been received and the terms, conditions etc. No new condition will be brought in while scrutinizing and evaluating the tenders.

## (b) Scrutiny of Bids/Tenders

1. The KV Sukna will examine the Bids/Tenders to determine –

- Whether they are complete,
- Whether any computational errors have been made or not
- Whether required sureties have been furnished
- Whether the Tender documents have been properly signed stamped, and
- Whether the Bids/ Tenders are generally in order.

## (c) Qualification Criteria

Bids of the Bidders, who do not meet the required Qualification Criteria as mentioned in Tender document, will be treated as non - responsive and will not be considered further.

## 10. Evaluation of Bids

The indenter will evaluate and compare the Bids determined to be substantially responsive i.e. which are properly signed with date and sealed/stamped, and conform to the terms & conditions in the following manner:

- Non-Responsive Bids/ Tenders

**The following are some of the important aspects, for which a Bid/ Tender shall be declared non-responsive and will be summarily ignored;**

- Not meeting the Qualifying Criteria
  - Non-furnishing the declaration regarding penalty/blacklisting etc.
  - DD/NEFT receipt of required amounts of EMD not enclosed
  - All pages of Tender document are not signed and stamped.
  - Bid/ Tender validity is shorter than the required period
  - Bidder has not agreed to other essential condition(s) specially incorporated in the tender enquiry like terms of payment, liquidated damages clause, warranty clause, dispute resolution mechanism applicable law.
  - Bidder has submitted the conditional Bid.
  - Bidder has not submitted the self-attested copies of any/ all of the following establishment of the firm/ PAN card/ GST registration number etc.
- (b) Bid will be treated non responsive if the attached documents are not legible, invalid or tempered or forged in any way and will be summarily rejected.

## **AWARD OF CONTRACT**

### 11. Comparison of Bids and Award Criteria

The Contract shall be awarded to the responsive Bidder(s) who has quoted the lowest rates and meets the laid down Qualification Criteria in the Bid documents as well. This means that award criteria will be based on the least cost, which would be total payout including all Taxes, duties, levies and all charges as applicable.

### 12. The Principal KV Sukna Right to accept any Bid/ Tender and to reject any or all Bids/ Tenders

- The Principal KV Sukna reserves the right to accept any Bid/ Tender or reject any or more Bids/Tender(s) or to cancel the Bidding/Tendering process and reject all Bids/ Tenders without assigning any reason at any time prior to award of contract, without incurring any liability, whatsoever to the affected bidder.
- The Principal KV Sukna also reserves the right to reject any bid (including the lowest one) which in his opinion is not responsive or violating any of the conditions/specifications or which is found to be adopting

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unethical business practices without bearing any liability or any loss whatsoever it may cause to the bidder in the process.

## 13. Award of Contract

1. Technical bids will be evaluated as per eligibility criteria as mentioned in this Tender document.
2. No bidding company/firm/ agency will be allowed to withdraw its bids. If any company/firm/agency intends to withdraw after opening of Technical Bids, its Bid security (EMD) will be forfeited.
3. If the Technical Bid is not qualified, Bid shall be summarily rejected and its financial bid shall not be opened. Financial bid of only those bidders shall be opened, who qualify in the Technical Bid.
4. The successful bidder will be the one who emerges L1 out of responsive bids after opening of Financial Bids. Basis of ranking will be the least cost, which would be total rate quoted in the Financial Bid.
5. In case, the two or more firms offer the same rates, successful bidders will be the one whose average turnover during the last three financial years i.e. 2021-22, 2022-23 & 2023-24, is higher than the other competitor (s) and even if it becomes a tie again in the rates quoted, the firm having longest period experience of whitewash/painting of similar nature in any Central Govt./ State Govt. department/ Autonomous bodies/ Banks/ PSUs shall be given preference.

## 14. Notification of Award/ Issue of Contract/ Supply order

1. The bidder whose bid has been accepted will be notified of the award by the KV Sukna prior to the expiry of the bid validity period.
2. The KV Sukna reserve the right to issue the Notification of Award consignee wise.