



School number-24544 Affiliation number- 1600026

पीएम श्री केंद्रीय विद्यालय क्र. 4 मामून छावनी पठानकोट

PM SHRI Kendriya Vidyalaya No. 4, Mamun Cantt Pathankot

Distt.: Pathankot (Punjab) Pin: 145001

Email: kv4ptk@gmail.com फ़ोननंबर-(Phone):0186-2349591



एफ. /के.वि.-4/पठानकोट/2026-27

दिनांक: 26.05.2026

GeM पोर्टल के माध्यम से निविदा सूचना / GeM BID NOTICE

कम्प्यूटर्स, सीसीटीवी, श्वेत और श्याम एवं रंगीन प्रिंटर, यूपीएस, फोटोकॉपियर मशीन इत्यादि की वार्षिक मरम्मत अनुबंध हेतु बोली का आमंत्रण।

Invitation for Bid for AMC of Computers, CCTV, Printers (Colour and Black & White), UPS, Photocopier Machine, Networking, etc in the PM Shri Kendriya Vidyalaya, No.3, Mamun, Pathankot, Punjab 145001.

इच्छुक बोलीदाताओं को अपनी तकनीकी बोलियों के समर्थन में सभी प्रासंगिक प्रमाणपत्रों, दस्तावेजों आदि की स्कैन की गई प्रतियों के साथ विधिवत भरे हुए हस्ताक्षरित बोली फॉर्म और अपनी बोलियों को बोली की निर्धारित / अंतिम तिथि के भीतर GeM पोर्टल पर अपलोड करना होगा।

The interested bidders should upload duly filled signed Bid form and their bids along with scanned copies of all the relevant certificates, documents, etc. in support of their technical bids duly signed on the GEM portal within the stipulated / last date of BID.

बोली दस्तावेज पीएम श्री केन्द्रीय विद्यालय क्रमांक-04, पठानकोट की वेबसाइट no4pathankot.kvs.ac.in पर भी देखने के लिए उपलब्ध हैं।

Bid Documents are also available for viewing on the website of PM SHRI Kendriya Vidyalaya No.4, Mamun, Pathankot i.e. no4pathankot.kvs.ac.in

प्राचार्य (Principal)
पीएम श्री केन्द्रीय विद्यालय क्र.4
PM SHRI Kendriya Vidyalaya No.4
मामून छावनी पठानकोट
Mamun Cantt Pathankot

Sub:- Invitation for Bid for AMC of Computers, CCTV, Printers (Colour and Black & White), UPS, Networking, etc in the PM Shri Kendriya Vidyalaya, No.4, Mamun, Pathankot, Punjab 145001.

SIR/MADAM,

1-PM SHRI KENDRIYA VIDYALAYA NO.4, MAMUN MILITARY STATION, PATHANKOT (PUNJAB) IS RUNNING UNDER KENDRIYA VIDYALAYA SANGATHAN, A CENTRALLY FUNDED AUTONOMOUS BODY, IS A SOCIETY REGISTERED UNDER SOCIETIES REGISTRATION ACT, 1860. THE SANGATHAN ADMINISTERS THE SCHEME OF KENDRIYA VIDYALAYA'S SET UP FOR IMPARTING EDUCATION TO THE CHILDREN OF TRANSFERABLE CENTRAL GOVT. EMPLOYEES, AMONG OTHERS.

2. COMPETITIVE BIDS ARE INVITED BY PM SHRI KENDRIYA VIDYALAYA NO.4, MAMUN MILITARY STATION, PATHANKOT (PUNJAB), FROM THE REPUTED REGISTERED CONSULTANT/SERVICE PROVIDER FIRM FOR PROVIDING AMC OF COMPUTERS, CCTV, PRINTERS (COLOUR AND BLACK & WHITE), UPS, PHOTOCOPIER MACHINES, NETWORKING, ETC. THROUGH SERVICE CONTRACT INITIALLY FOR A PERIOD OF 01 (ONE) YEAR W.E.F. 20.06.2026 to 19.06.2027 WHICH MAY LIKELY TO BE EXTENDED FOR ANOTHER ONE YEAR, ON THE BASIS OF PERFORMANCE OF THE AGENCY AS INDICATED BELOW:

S.No	Name of the article with full description	Approx. Quantity Required	Quantity
1	AMC Of Computers of different makes.	60	EACH
2	AMC Of Laser/Inkjet Printer	4	EACH
3	AMC Of Coloured Printers	2	EACH
4	AMC of All in one Printer	1	EACH
5	AMC Of UPS 500VA/600VA	50	EACH
6	AMC Of LAN (Networking)	10	EACH
7	RISO Machine	01	EACH
8	Projector	12	EACH
9	AMC of CCTV OF DIFFERENT MAKES	21	EACH
10	AMC of Photocopier Machines.	02	EACH

- THE CONTRACT SHALL BE FOR SERVICE AND SUPPLY OF THE MENTIONED ITEMS TO THE KVS.
- ALL DUTIES, TAXES AND OTHER LEVIES PAYABLE BY THE BIDDER, SHALL BE INCLUDED IN THE TOTAL PRICE.
- THE RATES QUOTED BY THE BIDDER SHALL BE FIXED FOR THE DURATION OF THE CONTRACT (AND SHALL BE QUOTED IN INDIAN RUPEES ONLY).
- EACH BIDDER SHALL SUBMIT ONLY ONE BID.
- EMAIL OR FACSIMILE BIDS ARE NOT ACCEPTABLE.
- THE FIRM SHOULD ENCLOSE SUPPORTING DOCUMENTS REGARDING REGISTRATION OF GST/IT/PAN.
- KVS RESERVES THE RIGHT TO CHANGE TERMS AND CONDITION ON ITS OWN.
- THE SELECTED FIRM HAS TO FURNISH PERFORMANCE SECURITY TO VVN A/C KENDRIYA VIDYALAYA NO.4 PATHANKOT FOR AN AMOUNT OF 3% OF CONTRACT AMOUNT VALID FOR FOURTEEN MONTHS FROM THE DATE OF AWARD OF THE CONTRACT. THE PERFORMANCE SECURITY SHALL BE SUBMITTED WITHIN 10 DAYS FROM THE DATE OF NOTIFICATION OF AWARD. THE EARNEST MONEY SHALL BE RETURNED ONLY AFTER THE PERFORMANCE SECURITY IS SUBMITTED BY THE CONTRACTING AGENCY.

3-बोली की वैधता:

बोली जमा करने के लिए निर्धारित समय सीमा के बाद कम से कम 90 दिनों की अवधि के लिए बोली वैध रहेगी।

VALIDITY OF BID: THE BID SHALL REMAIN VALID FOR A PERIOD NOT LESS THAN 90 DAYS AFTER THE DEADLINE FIXED FOR SUBMISSION OF BIDS.

4-नियम और शर्तें/ TERMS AND CONDITIONS:

नोट:- भारत सरकार के वित्त मंत्रालय (राजस्व विभाग) की अधिसूचना. 12/2017-CENTRAL TAX (RATE) NEW DELHI DATED 28 JUNE 2017 CIRCULATED BY KVS (HQ) LETTER NO 110225/70/2013/KVS040) AUDIT DATED 02/08/2017 के अनुसार केन्द्रीय विद्यालय संगठन को आउटसोर्सिंग सर्विसेस हेतु GST से छूट प्राप्त है।

NOTE:- KVS IS EXEMPTED FROM GST AS PER GOVT OF INDIA, MINISTRY OF FINANCE (DEPARTMENT OF REVENUE) NOTIFICATION NO. 12/2017-CENTRAL TAX (RATE) NEW DELHI DATED 28 JUNE 2017 CIRCULATED BY KVS (HQ) LETTER NO 110225/70/2013/KVS040) AUDIT DATED 02/08/2017.

- The preventive maintenance shall be carried out by the party at least twice in a month. Apart from preventive maintenance, the complaint lodged by PM Shri Kendriya Vidyalaya No 4, Mamun, Pathankot for malfunctioning of any of the computer device should be attended within 24 hours. In case the complaint has not been attended within 24 hours, it will be deemed deficiency in services and proportionate to one month's charges of AMC of the equipment will be deducted from the bill of the party.
- Since this contract is for both hardware and software, repair and replacement of the electronic components or other parts shall be the sole responsibility of the AMC provider without any additional charges except the cost of the spares, which do not come under the category of free replacement.
- In case, the faulty components which are not covered under AMC and the same shall be replaced at mutually decided cost, the faulty components will have to be given back.
- The party shall be responsible for any damages occurred during preventive maintenance/repairs. The replacement/rectification of such damages shall be done by the party free of cost.
- Any Computer and its peripherals added or deleted from the maintenance contract will be intimated to the party and payments on pro-rata basis for such equipment's will be made accordingly.
- This contract is on the principle of after service payment and the payment will be made on Quarterly basis on production of satisfactory service report along with bills.
- The contract shall be terminated by giving one month's notice on either side in case the services found to be unsatisfactory and in case of any breach of terms and conditions of the AMC.
- This Annual Maintenance Contract will be initially for one year.
- It may please be noted that the party who shall be awarded AMC has **to pay SECURITY DEPOSIT** for ensuring uninterrupted and satisfactory services. There shall not be any interest payable on this security deposit. This will be refunded on completion of AMC period subject to the satisfactory services.
- Stand by computer / printer or other items will have to be provided by the party, if computer/printer is not repairable within 48 hrs. In case the standby equipment is not provided by the party proportionate to one month's charges of AMC of the equipment will be deducted from the bill of the party.
- The terms & conditions, configuration & quantity of equipments stated above may be changed at the time of placing of order.
- All software's and hardware's items used will be original having rights of usage.
- **THE PARTY SHOULD HAVE A REGISTERED OFFICE/AT THE OFFICE OF CONSIGNEE.**

*State
Registered Office*

प्राचार्य (PRINCIPAL)
पीएम श्री केन्द्रीय विद्यालय क्र.4
PM SHRI Kendriya Vidyalaya No.4
मामून छावनी पठानकोट
Mamun Cantt Pathankot

5-EVALUATION OF BID:

बोलीदाता/विक्रेता द्वारा बोली के साथ तकनीकी बोली भाग में दस्तावेजों की स्कैन की गई प्रतियों की निम्नलिखित स्व-सत्यापित ऑनलाइन प्रस्तुत की जानी है। मांगकर्ता उन बोलियों का मूल्यांकन और तुलना करेगा जो पर्याप्त रूप से उत्तरदायी हैं यानी जो उचित रूप से हस्ताक्षरित हैं, और नीचे दिए गए नियमों और शर्तों के अनुरूप हैं।

THE FOLLOWING SELF-ATTESTED SCANNED COPIES OF DOCUMENTS ARE TO BE SUBMITTED ONLINE BY THE BIDDER/VENDOR IN THE TECHNICAL BID PART ALONG WITH THE BID. THE INDENTER WILL EVALUATE AND COMPARE THOSE

BIDS WHICH ARE ADEQUATELY RESPONSIVE I.E. WHICH ARE PROPERLY SIGNED, AND CONFORM TO THE TERMS AND CONDITIONS GIVEN BELOW.

निम्नलिखित में से किसी भी अनिवार्य दस्तावेज के अभाव में बोली को तकनीकी स्तर पर रद्द किया जाएगा।

IN THE ABSENCE OF ANY OF THE FOLLOWING MANDATORY DOCUMENTS THE BID WILL BE REJECTED AT TECHNICAL LEVEL.

(i) कंपनी का संक्षिप्त प्रोफाइल और साक्ष्य यह स्थापित करने के लिए कि बोली लगाने वाले ने अनुबंधों को सफलतापूर्वक निष्पादित किया है।

(ii) BRIEF PROFILE OF THE COMPANY AND EVIDENCE TO ESTABLISH THAT THE BIDDER HAS SUCCESSFULLY EXECUTED CONTRACTS OF SIMILAR NATURE.

(क) तकनीकी बोली भाग में बोलीदाता/विक्रेता द्वारा बोली के साथ दस्तावेजों की स्कैन की गई प्रतियों की निम्नलिखित स्व-सत्यापित प्रतियां ऑनलाइन प्रस्तुत की जानी हैं।

(A) THE FOLLOWING SELF-ATTESTED OF SCANNED COPIES OF DOCUMENTS ARE TO BE FURNISHED ONLINE IN THE TECHNICAL BID PART BY THE BIDDER/SELLER ALONG WITH THE BID.

(ख) पैन नंबर और वर्तमान आईटी क्लियरेंस प्रमाणपत्र।

(B) PAN NO. AND IT CLEARANCE CERTIFICATE.

(ग) जीएसटी पंजीकरण की सत्यापित प्रति।

(C) VERIFIED COPY OF GST REGISTRATION.

(घ) बोली लगाने वाली फर्म को एक स्व-प्रमाणित प्रमाण पत्र प्रदान करना होगा कि इसे केंद्र सरकार के किसी भी विभाग, राज्य सरकार / स्वायत्त निकाय / पीएसयू / बैंक / केवीएस आदि द्वारा बैकलिस्ट नहीं किया गया है। बाद में पता चला कि बोली लगाने वाली फर्म ने गलत जानकारी या तथ्य दिए हैं या तथ्यों को छुपाया है या दस्तावेजों आदि में हेरफेर किया है। फर्म/एजेंसी की बयाना राशि/जमानत राशि जब्त कर ली जाएगी और बोली/अनुबंध को अस्वीकार/रद्द कर दिया जाएगा।

(D) THE BIDDING FIRM HAS TO PROVIDE A SELF-CERTIFIED CERTIFICATE THAT IT HAS NOT BEEN BACKLISTED BY ANY CENTRAL GOVERNMENT DEPARTMENT STATE GOVT/ AUTONOMOUS BODY/PSU/BANKS /KVS ETC. IF IT IS SUBSEQUENTLY FOUND OUT THAT THE BIDDING FIRM HAS GIVEN FALSE INFORMATION OR FACTS OR HAS SUPPRESSED FACTS OR MANIPULATED THE DOCUMENTS ETC. THE EARNEST MONEY/SECURITY DEPOSITED OF THE FIRM/ AGENCY WILL BE FORFEITED AND THE BID/CONTRACT WILL BE REJECTED/ CANCELLED.

(ड.) सभी मदों का एक साथ मूल्यांकन किया जाएगा। मांगकर्ता उस बोलीदाता को ठेका प्रदान करेगा जिसकी बोली काफी हद तक जिम्मेदार निर्धारित की गई है और जिसने वित्तीय बोली में सबसे कम कीमत की पेशकश की है।

(E) THE EVALUATION WILL BE DONE FOR ALL THE ITEMS PUT TOGETHER. THE INDENTER WILL AWARD THE CONTRACT TO THE BIDDER WHOSE BID HAS BEEN DETERMINED TO BE SUBSTANTIALLY RESPONSIBLE AND WHO HAS OFFERED THE LOWEST PRICE IN FINANCIAL BID.

(च) बोली लगाने वालों में से बोली स्वीकृति जेम पोर्टल के अनुसार एल1 के आधार पर तय की जाएगी। बोलीदाता को जेम पोर्टल पर सभी पृष्ठों पर निविदा दस्तावेज की हस्ताक्षरित प्रति प्रस्तुत करनी होगी, क्योंकि बोलीदाता को निविदा दस्तावेज में उल्लिखित सभी नियमों और शर्तों की जानकारी है।

अनुलग्नक-अ/ANNEXURE-A

तकनीकी बोली हेतु निविदा प्रारूप/PERFORMA FOR TECHNICAL BID – AMC		
1	एजेंसी का नाम / Name of Agency	
2	आलेखाना प्रकृति/ Nature of the concern: (i.e. Sole Proprietor or Partnership firm or Company or a Government Department or a Public Sector Organization)	
	पंजीकृत कार्यालय का पता / Full Address of Registered Office	
	Telephone No.	
3	FAX No.	
	E-Mail Address	
4	पठानकोट में संचालित शाखा का पता Full address of Operating/ Branch Office in Pathankot	
	Telephone No.	
	FAX No.	
	E-Mail Address	
5	एजेंसी के बैंकर का नाम, पता और विवरण बैंकिंग प्रबन्धन का प्रमाण पत्र Banker of Agency with full address (Attach Banker's certificate of account maintenance for the last three years 2023-24 to 2025-26)	
	Telephone Number of Banker	
	एजेंसी का अनुज्ञा पत्र संख्या और पंजीकरण संख्या सत्यापित प्रतिलिपि संलग्न करें Registration No. / License No. of the Agency (attach attested copy of the Registration)	
6	जी.एस.टी. पंजीकरण संख्या सत्यापित प्रतिलिपि संलग्न करें (GST Registration No. (attach attested copy of the Registration)	
	स्थायी खाता संख्या सत्यापित प्रतिलिपि संलग्न करें PAN No. of the Agency (attach copy of card)	
7	विगत 03 वर्षों में सरकारी कार्यालयों/ केवी के साथ संपन्न 03 अनुबंधों का विवरण Details of major contracts handled in last 03 (three years) with government bodies/ KVS	
	गैर-अवरुद्ध होने का स्व-प्रमाण पत्र Self- certificate for non-blacklisting	
8	वार्षिक कारोबार/ Annual Turnover 2023-24	Rs.
	2024-25	Rs.
	2025-26	Rs.
9	कार्यानुभव (वर्षों में) Total Number of Working Experience in Years	
	कर लेखा परीक्षा प्रतिवेदन/Tax Audit Report 2023-24	
	2024-25	
10	2025-26	

प्राधिकारी के हस्ताक्षर/Signature of authorized person.....

दिनांक/Date:.....

स्थान/Place:.....

नाम/NAME

मोहर/ SEAL/STAMP

Ref: F. No.....
Date:.....

जिस किसी से संबंधित है /TO WHOMSOEVER IT MAY CONCERN

यह प्रमाणित किया जाता है कि This is to certify that

M/S.....

एजेंसी का नाम और पता (name & address of Agency/firm) सरकारी/स्वायत्त/ पीएसयू द्वारा अवरुद्ध नहीं है और न ही इस एजेंसी के विरुद्ध कोई आपराधिक मामला पंजीकृत है | is neither blacklisted by any Government Department/ Autonomous Body/ PSU nor any criminal case is registered against the firm.

दिनांक/Date:

स्थान/Place.....

प्राधिकारी के हस्ताक्षर/Signature of Proprietor/authorized signatory.....

नाम/Name :

मुहर/Seal

*सेवा प्रदाता के लेटर हेड पर प्रस्तुत किया जाना है// TO BE FURNISHED ON THE LETTER HEAD OF THE SERVICE PROVIDER/

TENDER ACCEPTANCE LETTER
(To be given on Company Letter Head)

To,

Date:

The Principal,

PM Shri Kendriya Vidyalaya No. 4, Mamun Cantt , Pathankot, Punjab 145001

Sub: Acceptance of Terms & Conditions of Tender.

Tender Reference No: _____

Name of Tender / Work: - _____

Dear Sir,

1. I / We have downloaded / obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site(s) namely:

_____ as per
your advertisement, given in the above-mentioned website(s).

2. I / We hereby certify that I / we have read the entire terms and conditions of the tender documents from Page No. _____ to _____ (including all documents like annexure (s), schedule(s), etc.), which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.

3. The corrigendum(s) issued from time to time by your department/ organisation too have also been taken into consideration, while submitting this acceptance letter.

4. I / We hereby unconditionally accept the tender conditions of above-mentioned tender document(s) / corrigendum(s) in its totality / entirety.

5. I / We do hereby declare that our Firm has not been blacklisted/ debarred/ terminated/ banned by any Govt. Department/Public sector undertaking.

6. I / We certify that all information furnished by our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/ organisation shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours Faithfully,
(Signature of the Bidder, with Official Seal)

Certificate for Tender
(To be given on Company Letter Head)

Date: _____

To,

The Principal,

PM Shri Kendriya Vidyalaya No. 4, Mamun Cantt , Pathankot, Punjab 145001

Sub: Certificate of compliance as per Rule 144 (xi) GFR's 2017

Tender Reference No: _____

Name of Tender / Work: -

"I have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India; I certify that this bidder is not from such a country or, if from such a country, has been registered with the Competent Authority. I hereby certify that this bidder fulfils all requirements in this regard and is eligible to be considered. [Where applicable, evidence of valid registration by the Competent Authority shall be attached.]"

Yours Faithfully,
(Signature of the Bidder, with Official Seal)

Declaration for Local Content

(To be given on Company Letter Head -)

(To be given by Statutory Auditor/Cost Auditor/Cost Accountant/CA for tender value)

Date: _____

To,

The Principal,

PM Shri Kendriya Vidyalaya No.4 , Mamun Cantt , Pathankot, Punjab 145001

Sub: Declaration of Local content

Tender Reference No: _____

Name of Tender / Work: - _____

1. Country of Origin of Goods being offered: _____
2. We hereby declare that items offered has _____% local content.

"Local Content" means the amount of value added in India which shall, be the total value of the item being offered minus the value of the imported content in the item (including all customs duties) as a proportion of the total value, in percent.

*"*False declaration will be in breach of Code of Integrity under Rule 175(1)(i)(h) of the General Financial Rules for which a bidder or its successors can be debarred for up to two years as per Rule 151 (iii) of the General Financial Rules along with such other actions as may be permissible under law."*

Yours Faithfully,
(Signature of the Bidder, with Official Seal)

Declaration for Local Content

(To be given on Company Letter Head -)

(To be given by Statutory Auditor/Cost Auditor/Cost Accountant/CA for tender value)

Date: _____

To,

The Principal,

PM Shri Kendriya Vidyalaya No.4 , Mamun Cantt , Pathankot, Punjab 145001

Sub: Declaration of Local content

Tender Reference No: _____

Name of Tender / Work: - _____

1. Country of Origin of Goods being offered: _____
2. We hereby declare that items offered has _____% local content.

"Local Content" means the amount of value added in India which shall, be the total value of the item being offered minus the value of the imported content in the item (including all customs duties) as a proportion of the total value, in percent.

*"*False declaration will be in breach of Code of Integrity under Rule 175(1)(i)(h) of the General Financial Rules for which a bidder or its successors can be debarred for up to two years as per Rule 151 (iii) of the General Financial Rules along with such other actions as may be permissible under law."*

**Yours Faithfully,
(Signature of the Bidder, with Official Seal)**