



പി എം ശ്രീ കേന്ദ്രീയ വിദ്യാലയം നം 2, കാസറഗോഡ്
 पी एम श्री केन्द्रीय विद्यालय सं 2, कासरगोड
 PM SHRI KENDRIYA VIDYALAYA NO.2, KASARAGOD
 (An Autonomous Body Under MoE, Govt. of India)
 VIDYANAGAR POST, UDAYAGIRI, KASARAGOD - 671123, KERALA



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एम्पैनलमेंट के लिए सर्विस प्रोवाइडर्स का रजिस्ट्रेशन (सेशन 2026-27) REGISTRATION OF SERVICE PROVIDERS FOR EMPANELMENT (SESSION 2026-27)

2026-27 അധ്യയന വർഷത്തേക്ക് പി.എം. ശ്രീ കേന്ദ്രീയ വിദ്യാലയം നമ്പർ 2, കാസർഗോഡ് താഴെ പറയുന്ന സേവനങ്ങൾ നൽകുന്നതിനായി സ്ഥാപനങ്ങൾ/ഏജൻസികൾ/സേവന ദാതാക്കൾ എന്നിവരിൽ നിന്ന് എംപാനൽമെന്റിനായി അപേക്ഷകൾ ക്ഷണിക്കുന്നു: പി.എ. (PA) സിസ്റ്റം, ഗതാഗത സേവനങ്ങൾ, സിവിൽ, ഇലക്ട്രിക്കൽ, പ്ലംബിംഗ്, കാർപെൻട്രി ജോലികൾ, ടെന്റ് ഹൗസ് സേവനങ്ങൾ (ഷാമിയന, കസേരകൾ, മേശകൾ, കിടക്കവിരികൾ, ഫാനുകൾ തുടങ്ങിയവ), കാറ്ററിംഗ് സേവനങ്ങൾ. അപേക്ഷകർക്ക് സാധുവായ PAN, GST എന്നിവയും ബാധകമായ മറ്റ് നിയമപരമായ രജിസ്ട്രേഷനുകളും ഉണ്ടായിരിക്കണം.

पीएम श्री केंद्रीय विद्यालय नंबर 2, कासरगोड, सेशन 2026-27 के लिए नीचे दी गई सेवाएँ देने वाली फर्मों/एजेंसियों/सर्विस प्रोवाइडर्स को सूचीबद्ध (empanel) करने के लिए आवेदन आमंत्रित करता है: PA सिस्टम, ट्रांसपोर्ट सेवाएँ, सिविल, इलेक्ट्रिकल, प्लंबिंग और कारपेंट्री का काम, टेंट हाउस सेवाएँ (शामियाना, कुर्सियाँ, टेबल, बिस्तर, पंखे, आदि) और कैटरिंग सेवाएँ। आवेदकों के पास वैध PAN, GST और अन्य लागू कानूनी रजिस्ट्रेशन होने चाहिए।

PM SHRI Kendriya Vidyalaya No. 2 Kasaragod invites applications for empanelment of firms/agencies/service providers for the session 2026-27 to provide the following services: PA System, Transport Services, Civil, Electrical, Plumbing and Carpentry Works, Tent House Services (Shamiyana, Chairs, Tables, Bedding, Fans, etc.) and Catering Services. Applicants must possess valid PAN, GST and other applicable statutory registrations.

താൽപ്പര്യമുള്ള സ്ഥാപനങ്ങൾക്ക് വിദ്യാലയത്തിന്റെ വെബ്സൈറ്റിൽ നിന്ന് രജിസ്ട്രേഷൻ ഫോം ഡൗൺലോഡ് ചെയ്യാവുന്നതാണ്. ഇച്ഛുക കമ്പനിയ്ക്ക് വിദ്യാലയ की वेबसाइट से रजिस्ट्रेशन फॉर्म डाउनलोड कर सकती हैं.

Interested firms may download the registration form from the Vidyalaya website:

<https://no2kasaragod.kvs.ac.in/>

കൃത്യമായി പൂരിപ്പിച്ച രജിസ്ട്രേഷൻ ഫോമും അനുബന്ധ രേഖകളും 31.07.2026-നോ അതിനുമുമ്പോ സമർപ്പിക്കണം.

ठीक से भरा हुआ रजिस्ट्रेशन फॉर्म और ज़रूरी दस्तावेज़ 31.07.2026 को या उससे पहले जमा किए जाने चाहिए।

The duly filled registration form with the supporting documents must be submitted on or before 31.07.2026

Sd/-

PRINCIPAL

PM SHRI KENDRIYA VIDYALAYA NO.2 KASARAGOD

UDAYAGIRI, VIDYANAGAR P.O. KASARAGOD - 671123

PM SHRI KENDRIYA VIDYALAYA NO.2 KASARAGOD
NOTICE INVITING APPLICATIONS FOR EMPANELMENT OF SERVICE PROVIDERS FOR THE
SESSION 2026–27

Applications are invited in the prescribed format for empanelment of Firms/Service Providers/Agencies/Contractors having valid Trade Registration and applicable statutory registrations such as PAN, GST, EPF, ESIC, etc., for providing services during the session 2026–27 in the following categories:

Services:

- PA System Services
- Tent House Services (Shamiyana, Chairs, Tables, Bedding, Fans, etc.)
- Catering Services
- Transport Services
- Civil, Electrical, Plumbing and Carpentry Maintenance Works

The last date of submission of application is 31.07.2026 till 3:00 PM.

Enclosures:

1. Terms and conditions (Annexure -01)
2. Application Form (Annexure -02)
3. List of Service Categories (Annexure -03)

EMPANELMENT OF SERVICE PROVIDERS
PM SHRI KENDRIYA VIDYALAYA NO.2 KASARAGOD
EMPANELMENT OF SERVICE PROVIDERS FOR THE SESSION 2026-27

TERMS AND CONDITIONS:

1. Applications submitted only in the prescribed Application Form for the relevant category/categories shall be accepted.
2. All pages of "Application Form" shall be signed by the authorized representative of the Firm.
3. PM SHRI K.V.NO.2 KASARAGOD reserves the right to accept or reject any application without assigning any reason.
4. Preference will be given to firms having experience in providing similar services to Government Departments, Public Sector Undertakings (PSUs), Kendriya Vidyalayas and other Educational Institutions.
5. The decision regarding empanelment shall be communicated to the applicants.
6. The registration as "**Approved Service Provider**" will be kept valid for a period of 01 year. However, it will be reviewed, once in a year, eliminating firms which may have gone out of business or whose performance has been found to be unsatisfactory.
7. The prescribed Application Form may be downloaded from the Vidyalaya website <https://no2kasaragod.kvs.ac.in/> or obtained from the Vidyalaya office during working hours.
8. In case of authorized agencies, franchisees or service partners, relevant authorization documents from the principal organization/company shall be enclosed with the application.
9. Any change in address, telephone number, mobile number or email address shall be intimated to the Vidyalaya immediately.
10. The documents that are to be submitted at the time of registration
 - (i) Registration of firm (Certificate)
 - (ii) PAN number copy
 - (iii) Copies of Income Tax Returns/ITR Acknowledgements for the last three Financial Years (FY 2023-24, FY 2024-25 and FY 2025-26).
 - (iv) GST Registration Certificate.

PM SHRI KV NO 2 KASARAGOD
SERVICE PROVIDER REGISTRATION FORM 2026–27

Registration of Firms/Agencies/Service Providers for Providing Services in PM SHRI K V No. 2 Kasaragod

1. Name of the firm : _____

2. Name of the owner : _____

3. Full Postal Address : _____

4. E-mail : _____

5. Website : _____

6. Name of Contact person : _____

7. Contact No.: (a) Landline No. _____ (b) Mobile No. _____

8. Statutory Registration Details

(a) GST No. _____ (Photocopy to be enclosed)

(b) PAN No. of the owner/Firm: _____ (Photocopy to be enclosed)

(c) Aadhaar No (if pan no pertaining to owner) _____ (Photocopy to be enclosed)

9. Bank details,

i. Name of Bank:

ii. Branch:

iii. Bank IFSC:

iv. Account Name:

v. Account No:

10. Category of Service(s) for which Empanelment is sought:

Sl.No	Name of the Service	Nature of Organization (Proprietorship/Partnership/ Company/Contractor/Authorized Agency)	Remarks

(Where applicable, authorized agencies/ franchisees/ service partners shall enclose the relevant authorization certificate.)

11. Details of experience in providing similar services during the last three years

Sl.No	Institute where rendered service	Period	Nature of Service	Remarks if any (enclose certificate if any)

NOTE: Applications not accompanied by PAN, GST Registration (where applicable) and other required documents are liable to be rejected. The Vidyalaya reserves the right to cancel the empanelment of any firm/service provider at its absolute discretion without assigning any reason. Copies of PAN, GST Registration, Trade License (if applicable), Labour Licence (where applicable), ITR Acknowledgements and experience certificates shall be enclosed along with the application form.

Copy of Registration Certificate/Trade Licence	Yes	No
Copy of GST registration	Yes	No
Copy of PAN no	Yes	No
List of services offered by the firm/agency	Yes	No
Proof of experience in providing similar services during the last three years (if available)	Yes	No

Undertaking

I, Mr./Ms. _____ M/S _____ do hereby undertake that the above furnished information is correct to the best of my knowledge and belief. In case of any information / supporting document furnished by me found to be incorrect / false, my application/empanelment shall be liable to be cancelled and action may be taken as per the rules and guidelines of Kendriya Vidyalaya Sangathan. I undertake to provide satisfactory services to the Vidyalaya in accordance with the terms and conditions of empanelment.

Signature: _____

Name of Proprietor: _____

Seal of the firm: _____

Place: _____

Date: _____

Tick (✓) the category/categories for which empanelment is sought.

Services

- ☐ Transport Services (Local and Outstation)
- ☐ Civil Maintenance Works
- ☐ Electrical Maintenance Works
- ☐ Plumbing Works
- ☐ Carpentry Works
- ☐ PA System Services (Amplifier, Speakers, Microphones, etc.)
- ☐ Tent House Services (Shamiyana, Chairs, Tables, Bedding, Fans, etc.)
- ☐ Catering Services (Refreshments, Working Lunches, Snacks, Dinner etc)

The last date of submission of application is 31.07.2026 up to 3:00 PM.