

**TENDER FORM FOR THE SUPPLY OF BAKERY ITEMS - REQUIREMENT**  
**FOR THE YEAR 2020-21**

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The Principal,  
Sainik School,  
Amaravathinagar – 642 102

I hereby quote the rates for the supply of **BAKERY ITEMS - REQUIREMENT** as specified in the enclosed **Appendix – “B”** in the manner in which and within the time specified as set forth in the terms of agreement. The rate furnished in the enclosed **Appendix - “B”** is subject to the conditions set forth in the terms and conditions of tendering procedure and tender forms received by me.

Encl: As above.

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(Signature of the tenderer and name in Capital letters)  
If Companies or firm, The Managing Director / Partner  
should sign with seal )

## **TERMS AND CONDITIONS OF TENDERING PROCEDURE**

1. Tender document is not transferable.
2. The amount of ₹.500/- (Rupees Five hundred only) collected towards tender document (terms and conditions and specifications, if any) is not refundable.
3. Payment:
  - (a) Payment will be made to the party by **online transaction** only, after receipt of the items/products/materials/equipment service at the school and after satisfactory installation by the company representative / completion of work. The successful bidder should furnish the necessary bank particulars to the school.
  - (b) No advance payment will be made on any account.
4. The firm should bring the items/equipment/product/materials to the school as sample at their cost to confirm quality. **Samples / documents / brochures / catalogues are mandatory to confirm the technical bid prior to financial bid.**
5. The literature submitted by the firm should be self – explanatory.
6. The firm should be ready to execute the supply within 7 to 15 days from the date of the order as per the requirement. Grocery/fresh/meat/chicken/egg to be supplied in **24** hours of demand. The firm is liable to compensate damages/financial losses to the school, in case they fail to execute the order after getting the supply order. The party is bound to pay double the amount of the product cost if they fail to supply the item for whatsoever reasons. The demand after the finalisation of supplier can be in the form of written, SMS, e-mail or verbal, in case of necessity based situations. The reason of ignorance by the supplier for the failure to execute an order shall not be entertained or accepted. The bills of grocery/fresh / meat / chicken / egg will be paid in next month.
7. Date of manufacturing /packing date and its life span is to be mentioned clearly on packages. Warranty/guarantee period is to be mentioned.
8. All packaged items must be '**fssai**' certified.
9. The 'Annual Maintenance Contract' scheme of the firm should clearly be spelt out.
10. Terms and conditions for up gradation in future, if required, are to be mentioned in the offer.
11. Maximum '**Educational Discount**' admissible is to be mentioned in the Offer.

12. The Income-Tax & GST laws as applicable with Central/State Government policies will be taken into account. In case, the policies at the time of payment are different from the one stated in the Tender Document, the policy in force will be followed.

13. If required, negotiation may be made during finalization of the contract and the date will be intimated later.

14. The Principal, Sainik School reserves the right to reject any or all tenders without assigning any reason thereof.

15. If any certificate, enclosed by firm are found to be fake/bogus/tampered, that agency shall be black listed for a period of 10 years and the contract will be terminated with immediate effect.

**16. Each firm has to submit a copy of GST Registration certificate/Registration number from the concerned authority wherever applicable.**

17. Tenders by Fax/E-mail will not be accepted.

18. Post tender correspondences shall not be entertained.

**19. Last two year's list of clients is to be enclosed along with CA certified copy of firm turnover.**

20. Separate tender papers should be obtained for different items.

21. For other details, terms and conditions, the firms are advised to refer to the tender document.

22. It is hereby brought to the notice of all prospective bidders that if any change/additions/alterations are found to be made by them in the copies of the quotation, proof documents etc., and the same is subsequently detected / noticed at any stage even after award of the supply order; all necessary actions including stoppage of the supply order, forfeiting of EMD and stoppage of payment would be taken. In addition the bidders shall be liable to be prosecuted under law for any malpractice found.

23. This advertisement does not constitute, and will not be deemed to constitute any commitment on the part of the school with respect to exact demand quantity.

24. The tender forms are required to be submitted prior to tender opening procedure. Late and incomplete tender forms shall be summarily rejected. No correspondences in this regard will be entertained.

25. The Principal, Sainik School reserves the right not to issue the document and/or to accept or reject any or all the offers at any stage of the process and or modify the process without assigning any reason whatsoever, and his decision in this matter is deemed as final and binding. The firm will not be entitled for any compensation for rejection of his application. However, demand draft will be returned to the bidder in case tender documents are not issued.

26. Lowest rates do not guarantee the purchase order, rather the quality, after sales service, continued response, guarantee/warranty amongst others will also be taken into consideration. Brand name and Model Nos. should invariably be quoted for all the items. Items of poor quality will not be considered for procurement.

27. If any firm has authorized dealership certificate, the same may also be enclosed. The authorized dealership shall be considered subject to other conditions.

28. Sainik School does not bind itself to accept only lowest tender. It reserves the right to select the bidders on other essential count also.

29. The last date for submission of `Tender Document' is **30th Oct 2020 at 1700h**. Tenders received after the due date will not be considered.

30. **Tenders will be opened on 31st Oct 2020 at 1100h** at the school premises by the Tender opening committee **(TOC)**.

31. Legal jurisdiction will be restricted to only Udumalpet Taluk.

32. **PRINCIPAL'S DECISION WILL BE FINAL ON ALL MATTERS.**

33. All correspondence should be addressed to the following address:-

The Principal,  
Sainik School, Amaravathi Nagar,  
Udumalpet – Taluk  
Tiruppur – District  
PIN – 642102 (TN)

34. Tax Deducted at Source (TDS) @ 1% will be deducted at source subject to changes if any by Govt of India. GST @ 2% will be deducted as per the norms of Govt. of India.( on taxable goods & services as per Section 51 of GST Act)

**35. No information shall be given with respect to the various board proceedings, supply order, total quantity, brand selection, tender forms of other parties, quotations of other parties,**

**contact details / addresses of other parties, etc., even under RTI Act. Your attention is brought to RTI section 8 for reference.**

36. Security Deposit, minimum 5% of the estimated value of goods to be procured, will be collected from the successful bidder at the time of awarding the contract.

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|-----------------|--|
| a) Grocery      | ₹.1,00,000/- (- approximate purchase will be ₹.20 lakhs) |
| b) Veg & Fruits | ₹. 50,000/- (- approximate purchase will be ₹.10 lakhs)  |

The Security Deposit will be accepted in the form of A/C Payee Cheque / Demand Draft / Bank Guarantee from any of the commercial Bank.

**Note: If the date of receipt and opening of tenders happen to be declared as Holiday, the same will be observed on the next working day at the same time. The successful bidder, should submit their documents duly signed in all pages at the time of signing the contract.**



**SAINIK SCHOOL, AMARAVATHINAGAR 642 102**  
**BAKERY ITEMS - REQUIREMENT – FOR THE YEAR 2020-21**

SL. NO.	ITEMS TO BE SUPPLIED	APPROX. QTY / MONTH	RATE(₹)	GST	RATE WITH GST(₹)
1	Corn Flakes	20 Kgs			
2	Custard Powder	15 Kgs			
3	Maize Starch Powder	40 Kgs			
4	Tomato Sauce (1 kg bottle)	35 Bottles			
5	Chilli Sauce ( 700 gm bottle)	25 Bottles			
6	Soya Sauce ( 700 gm bottle)	15 Bottles			
7	Vinegar (600 ml bottle)	24 Bottles			
8	Sweet Corn Tin (440 gm tin)	20 Tins			
9	Milk Powder (Nestle)	5 Kgs			
10	Milk Powder (Mother Dairy)				
11	Strawberry Mix				
12	Badham Mix	15 Kgs			
13	Chocolate Mix				
14	Cashewnut (1/2)	4 Kgs			
15	Dry Grapes (Raisin)	4 Kgs			
16	Angel Yeast	10 Kgs			
17	Tutti Frutti	10 Kgs			
18	Monosodium Glutamate (Ajinomoto)	2 Kgs			
19	Briyani Leaves	1 Kg			
20	Dried Coconut Powder	1 Kg			
21	R.B. Soda	2 Kgs			
22	Baking Powder	11 Kgs			
23	Vanilla Powder	6 Kgs			
24	Liquid Glucose	700 gm			
25	L.G. Powder	1 Kg			
26	Omum (Ajwain )	1 Kg			
27	White Yell	500 gm			
28	Milk Maid	600 gm			

SL. NO.	ITEMS TO BE SUPPLIED	APPROX. QTY / MONTH	RATE(₹)	GST	RATE WITH GST(₹)
29	Gulkhand	1 Kg			
30	Lemon Yellow colour (Bush Brand)	1Kg			
31	Orange Red colour (Bush Brand)	1 Kg			
32	Chocolate Brown Colour (Bush Brand)	100 gm			
33	Coco Powder	1 Kg			
34	Vanilla Essence (Bush Brand)	500 gm			
35	Cardamom Essence (Bush Brand)	500 gm			
36	Chocolate Essence (Bush Brand)	500 gm			
37	Pineapple Essence (Bush Brand)	500 gm			
38	Oil-Orange Essence (Bush Brand)	500 gm			
39	Mango Essence (Bush Brand)	500 gm			
40	Oil Pineapple Essence (Bush Brand)	500 gm			
41	Candy Peel	500 gm			
42	Dark Chocolate Paste (Bush Brand)	500 gm			
43	Sweet Orange Essence (Bush Brand)	500 gm			
44	Oil – Chocolate Essence (Bush Brand)	500 gm			
45	Oil – Mango Essence (Bush Brand)	500 gm			
46	Rose Milk Essence (Bush Brand)	500 gm			
47	Orange Emulsion (Bush Brand)	500 gm			
48	Pineapple Emulsion (Bush Brand)	500 gm			
49	Mango Emulsion (Bush Brand)	500 gm			
50	Jathikai	250 gm			

- Whatever sample you can provide for the above items (in 50 gms / 5 gm Pocket depending on the item) should be enclosed to verify the quality and also mention the brand name, wherever applicable.
- Tender Without sample will not be considered.
- The package of item should be in the standard specification, throughout the year.

**The items should be delivered between 0900 hrs to 1300 hours, at our school cadets' Mess. Only the branded items and must have an 'fssai' Certificate on them as per approval should be supplied throughout the year. Rate of item should be in rupees only and not in fraction. If it is in fraction, the fraction amount is rounded off to the lower multiple. The cost of the item should be inclusive of GST wherever applicable & the HSN No is to be mentioned. All the packing should possess the slip of manufacturing date / packing date / validity period.**