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SAINIK SCHOOL
AMARAVATHINAGAR, UDUMALPET
TIRUPPUR DISTT
TAMILNADU - 642 102

SSA/SSCAL/17-18/01

Sep 2017

TENDER DOCUMENTS

1. Reference your letter No dated
2. Tender form is enclosed herewith. Tender should be sent in a sealed cover in the prescribed format and the envelope should be prominently marked outside `Tender for **PRINTING AND DISTRIBUTION OF SAINIK SCHOOLS SOCIETY WALL CALENDAR 2018**`
3. Principal reserves the right to accept or reject any or all tenders without assigning any reason. All bidders are required to sign with date in all the places prescribed for the purpose.
4. All the sealed tenders should be sent by post or posted in the tender box provided for the purpose in the school premises. Tenders will be opened at date and time mentioned in the `Terms and Conditions` in the presence of such of those bidders or their authorized agents, as may be present. Last date and time for receipt of filled tenders by the school is mentioned in the **Terms and Conditions**.
5. Technical specifications and Terms and Conditions of tendering procedure are enclosed herewith separately.

Administrative Officer
For Principal

**TENDER FORM FOR THE PRINTING AND DISTRIBUTION OF
SAINIK SCHOOLS SOCIETY WALL CALENDAR 2018'**

From

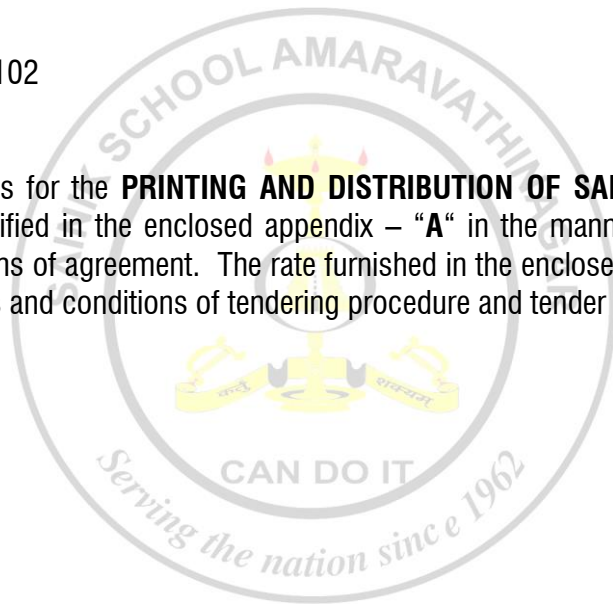
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To

The Principal,
Sainik School,
Amaravathinagar - 642102

I hereby quote the rates for the **PRINTING AND DISTRIBUTION OF SAINIK SCHOOLS SOCIETY WALL CALENDAR 2018'** of as specified in the enclosed appendix – “A” 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- “C” is subject to the conditions set forth in the terms and conditions of tendering procedure and tender forms received by me.

Encl: As above.



(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 Rs.1000/- (Rupees One Thousand only) collected towards tender document (terms and conditions and specifications, if any) is not refundable. DD drawn in favour of **“THE PRINCIPAL, SAINIK SCHOOL, AMARAVATHINAGAR (CODE No.2191)”**.
3. Payment:
 - (a) Payment will be made only after receipt of the items/ products/materials/equipment service at the school and after satisfactory delivery by the company representative / completion of work.
 - (b) **No advance payment will be made on any account.**
 - (c) Payment will be made only by means of an `Account Payee Cheque`. DD may be issued on request in writing and the DD commission will be charged.
4. The firm should be ready to execute the supply the calendar 15th of November 2017 from the date of the order as per the requirement. The firm is liable to compensate damages/financial loss 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.
5. Maximum `Educational Discount` admissible is to be mentioned in the Offer.
6. The Income-Tax laws (US206 of IT Act 1961 Rule 371 Section 194 C) 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,
7. The Principal, Sainik School reserves the right to reject any or all tenders without assigning any reason thereof.
8. If any certificate, enclosed by firm are found to be fake/bogus/tampered, such of those agencies shall be black listed for a period of 10 years and the contract will be terminated with immediate effect.
9. Each firm has to submit a copy of **Registration certificate/Registration number/GSTIN** from the concerned authority wherever applicable.
10. Tenders by Fax/E-mail will not be accepted.
11. Post tender correspondences shall not be entertained.
12. Last two year's list of clients is to be enclosed.
13. For other details, terms and conditions, the firms are advised to refer to the tender document.
14. 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 and stoppage of payment would be taken. In addition the bidders shall be liable to be prosecuted under law for any malpractice found.

15. 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.
16. The tender forms are required to be submitted prior to tender opening procedure. One day late and incomplete tender forms shall be summarily rejected. No correspondences in this regard will be entertained.
17. The Principal, Sainik School reserves the right to itself 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.
18. 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.
19. Sainik School does not bind itself to accept only lowest tender. It reserves the right to select the bidders on other essential count also.
20. The last date for submission of '**Tender Document**' is 25 Sep 2017 at 1700 hrs. Tenders received after the due date will not be considered.
21. Tenders will be opened on 26 Sep 2017 at 1530 hours at the school premises by the Tender opening committee (TOC).
22. Legal jurisdiction will be restricted to only at Udumalpet Taluk.
23. **PRINCIPAL'S DECISION WILL BE FINAL ON ALL MATTERS.**
24. All correspondence should be addressed to the following address:-

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

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 RFP documents duly signed in all pages at the time of signing the contract.

**SPECIFICATION FOR PRINTING AND DISTRIBUTION OF
SAINIK SCHOOLS SOCIETY WALL CALENDAR 2018'**

- (a) Required Quantity : 18000 to 20000 Nos
- (b) Size & Colour : Size 450 x 578 mm 6 Sheeter (Front and Back 4/4 Colour printing)
160GSM Art Paper
- (c) Fly leaf : (450 X 578mm) 1 Sheeter 250GSM Art Paper – 5/4 Colour printing
: **Front page of fly leaf:-**
- Lamination - metalized Gloss silver -12 MIC – on UV –
Full Coat – Single Side Drip off Effect
- Back side of fly leaf:-**
- 4 Colour Printing
- (d) Back Support Board : H- 80mm, L- 450mm Duplex X GB, 300GSM
- (e) Spiral : Metal hanger fixing, Plastic Spiral – 3:1 loops: Spiral Closing

For more details about specification Visit School during working hours: (Mon- Sat)

Machineries Required for Tender:

- Tenderer should have own Printing press (not through any agency)
- Wire O punching machine – Semi automatic/Automatic
- Printing machines – with 4 Colour printing capacity
- 5 or 6 Colour UV printing machine
- Completion of the Job to be done within 25 days from the date of Approval of Art work

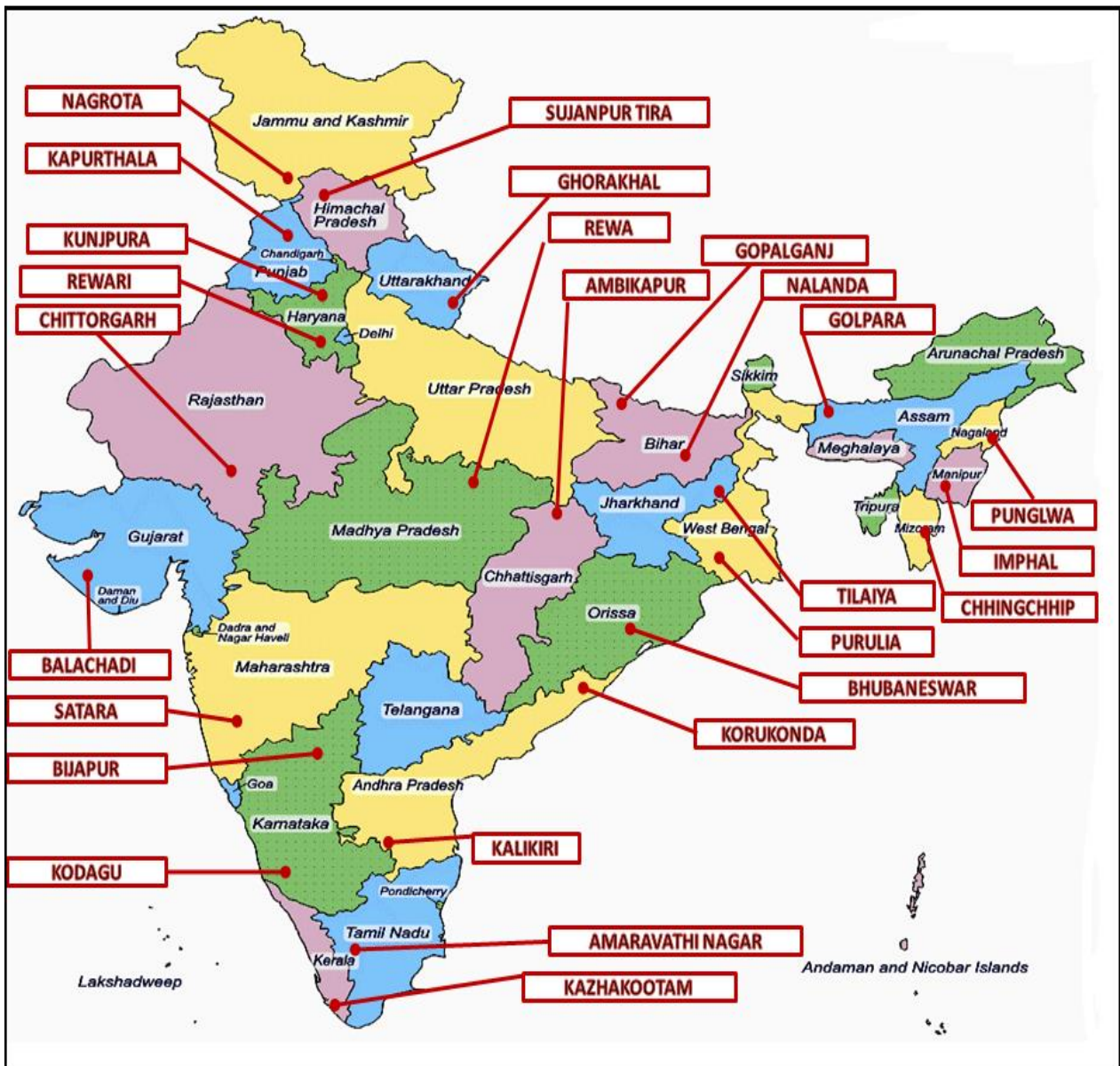
General Instructions:

- Before finalizing the tender our board members will visit the printing press
- All the images required for calendar will be given by soft copy
- Minimum 6 colour Proof of calendar should be issued for verification
- Final Proof (2Copies) should be given as per the specification

**DISTRIBUTION OF SAINIK SCHOOLS SOCIETY
WALL CALENDAR 2018 WITH PROPER PAKING TO EACH SCHOOL**

| | | |
|---|---|--|
| SAINIK SCHOOL Amaravathinagar-642 102 Distt- Coimbatore (Tamil Nadu) Ph- 04252-256246 | SAINIK SCHOOL Ghorakhal Distt- Nainital (Uttaranchal) Ph- 05942-2200816 | SAINIK SCHOOL Nalanda Rajgir Nalanda (Bihar) Ph- 06112-255449 |
| SAINIK SCHOOL Balachadi Distt- Jamnagar (Gujrat) Ph-02893-286229 | SAINIK SCHOOL Imphal Post Box No 21 (Manipur) Ph- 0385-2423122 | SAINIK SCHOOL Purulia Distt-Purliya (West Bengal) Ph- 03252-223999 |
| SAINIK SCHOOL Bhubaneswar OriSainik Schoola Ph-0674-2581845 | SAINIK SCHOOL Kazhakootam Trivendram (Kerala) Ph- 0471-2418245 | SAINIK SCHOOL Rewa Madhya Pradesh Ph- 07662-254803 |
| SAINIK SCHOOL Bijapur Karnataka Ph- 08352-270638 | SAINIK SCHOOL Kapurthala Punjab Ph- 01822-232532 | SAINIK SCHOOL Satara Maharashtra Ph- 02162-234483 |
| SAINIK SCHOOL Chittorgarh Rajasthan Ph- 01472-248695 | SAINIK SCHOOL Korukonda Vizianagram AP Ph- 08922-246168 | SAINIK SCHOOL Sujampur Tira, Hamirpur, (Himanchal Pradesh) Ph- 01972-272024 |
| SAINIK SCHOOL Goalpara Rajapara (ASainik Schoolam) Ph-03663-287076 | SAINIK SCHOOL Kunjpura, Karnal (Haryana) Ph- 0184-238-4551 | SAINIK SCHOOL Tilaiya Distt- Koderma, (Jharkhand) Ph- 06534-235048 |
| SAINIK SCHOOL Gopalgang, Hathwa Distt-Gopalgang, (Bihar) Ph-06150-231681 | SAINIK SCHOOL Nagrota J & K Ph- 0191-2673927 | SAINIK SCHOOL Punglwa Distt- Peren (Nagaland) |
| SAINIK SCHOOL Ambikapur, Bishunpur Distt-Surguja, (Chhattisgarh) Ph-07774-203550 | SAINIK SCHOOL Rewari, Sector-4 Rewari (Haryana) Ph-01274-260850 | SAINIK SCHOOL Kodagu, PO Kodagu (Karnataka) Ph-08276-278961 |
| SAINIK SCHOOL , Kalikiri, Chittoor, (Andhra Pradesh) Ph-7093900191 | SAINIK SCHOOL Chhingchhip Distt- Serchhip, Mizoram Pin - 796161 Tel No. 07564970110 | Sainik Schools Society, Ministry of Defence ROOM NO - 101 , 1ST FLOOR, D1 WING, SENA BHAWAN, NEW DELHI -110011 |

MAP/LOCATION OF SAINIK SCHOOLS IN INDIA



TENDER FORM
FOR PRINTING AND DISTRIBUTION OF
SAINIK SCHOOLS SOCIETY WALL CALENDAR 2018'

| S.No | Calendar Specification | No of Calendars | Rate (₹) | GST (%) |
|------|---|-----------------|---|---------|
| 01 | PRINTING OF SAINIK SCHOOLS SOCIETY WALL CALENDAR 2018 (as per Appendix 'A') | 18000 - 20000 | (for One Calendar) | |
| 02 | DISTRIBUTION OF SAINIK SCHOOLS SOCIETY WALL CALENDAR 2018 WITH PROPER PAKING TO EACH SCHOOL (as per Appendix 'B') | 700 – 800 Appx | (transport Charges for all Places - 27) | |

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