

**OFFICE OF DEPUTY DIRECTOR OF EDUCATION**  
**GOVERNMENT OF NCT OF DELHI**  
**DISTRICT SOUTH WEST-A, VASANT VIHAR, NEW DELHI**

No. - 79

Dated: 12-1-2017

To,  
The OS(I.T)  
CAL LAB  
Dte. Of Education  
Govt. of NCT of Delhi  
Old Sectt.,  
Delhi

Sub:- **Reg. Upload of Tender Notice on Website.** (PROP, MAKE UP, RECORDING)

Sir,

Please find attached herewith the Tender Notice along with the list of items required to be purchased/on rent with the request to kindly upload the same on the website of the department.

Yours faithfully

  
Dy. Director of education

Distt. South West-A

Dy Director of Edu. (S/W-A)  
C-4, Vasant Vihar,  
New Delhi-110057

**SARVODAYA CO-ED. SR. SEC.SCHOOL**  
**NANAKPUR, MOTI BAGH-II(1719105)**  
**DIRECTORATE OF EDUCATION (DISTT.SOUTH WEST-A)**  
**GOVT. OF NCT OF DELHI,**  
**ZONE-19, DISTT. SOUTH WEST-A, NEW DELHI-110021**

**TERMS & CONDITIONS OF THE TENDERER FOR THE PROCUREMENT SUPPLY OF PROPS FOR 215 GIRLS FOR STATE  
REPUBLIC DAY CELEBRATION-2017 AT CHHATRASAL STADIUM DELHI-110009.**

1. SEALED TENDERS ARE INVITE D FOR/ON BEHALF OF Dy. C.M. of Delhi for procurement/Supply of props (Different Types ) for 215 girls for State Republic day-2017 as given in the tender from ( Estimated cost of the tender is Rs. ).
2. The tender shall consist of two sealed covers consisting of a technical bid and a financial bid. All these sealed covers inscribed in the bold letters on the envelope i.e. technical bid and financial bid shall be sealed in one big envelope due mentioning "Tender for the **PROCUREMENT SUPPLY OF PROPS FOR GIRLS FOR STATE REPUBLIC DAY CEREMONY-2017 AT CHHATRASAL STADIUM DELHI**". The big envelope shall be deposited in a box kept in the room of Dy. Director of Education (SOUTH WEST-A) Vasant Vihar, New Delhi. The tender shall be accepted up to 11: a.m. on 18-01-2017.No tender shall be entertained thereafter under any circumstances.
3. Rates shall not be quoted on "Technical bid" if they are mentioned directly or indirectly, the id shall be summarily rejected.
4. First, the technical bids shall be opened on 18-01-2017 at 3:00 p.m. in the room of Dy. Director of Education (SOUTH WEST-A) by the purchase committee constituted for this purpose. Financial bids of only those tenderers shall be opened whose technical bids are approved and samples are selected.
5. (a) The tenders must be accompanied by Bank Demand Draft/FDR/Bankers Cheque for the amount mentioned below against each item as Bid security of any public sector bank in favour of D.D.O (Sv. Co-ed. Sr. Sec. School, Moti Bagh-II, Nanakpura, New Delhi-110021). Bid security received in any other form shall not be accepted:-

S. No.	ITEM	Amount of Bid Security in Rs.	Amount of Minimum Turnover(Rs.)
1	Recording, Makeup & Props	5000/-	1,00000/-


(b)The tenderer should submit the documentary proof of minimum turnover of the firm (indicated in the tender document duly authenticated by Chartered Accountant for the last 3 years,

©The tender will be rejected out rightly in case the tenderers does not comply with terms above (a) & (b).

6. It will be at the discretion of the Director of Education to make any inquiry in order to judge the stability and capacity of any firm at his decision or otherwise be final.
7. In case the tenderer , whose rates have been approved, and after the order is placed fails to discharge the obligation of tender so awarded to him, part or in full or on the grounds of quality, the Director of Education has the right to place the order to other firm at the cost and risk of contractor and the Director of Education shall have the right to forfeit the security money or to take any legal action against defaulter contractor.
8. The articles ordered/supplied would be subject to inspection by the authorized team/ representatives of the Director of Edn. At any place to be decided by the department. The goods supplied/ordered are liable

  
Dy Director of Edu. (SW-A)  
C-4, Vasant Vihar,  
New Delhi-110057

9. To be rejected, if the same do not come up to prescribed specification/approved samples. The tenderer has to bear all the cost at his own risk.
10. No interest on Bid Security will be paid.
11. The bid security of unsuccessful tenderer will be returned on finalization of the tenders.
12. The payment towards the supply of the articles shall be made directly to the party by the Directorate of Education, Delhi
13. The bid security of the ;successful tenderer will be retained and treated as security deposit up to expiry of tender and for balance amount of security deposit, if required will be asked by the department after finalization fo the tender.
14. Any tender which bears cutting, over-writing in the rates, shall not be considered.
15. Income Tax to be deducted at source@2% in all cases of payment to contractor.
16. The tender which does not comply with any of the above condition will be rejected.
17. These terms and conditions are to be signed by the tenderers at the place specified below which would be finally and legally binding on him. The tenderer is not entitled to insert/add/delete any term/condition whether made there in or thereby in separate note/letter and the Director of Education shall not be bound for any such addition/deletion.
18. The Director of Education shall also have the right to bifurcate and award the contract to any number of tenderers and his decision in this regard shall be final and binding upon the tenderers.
19. In case of dispute, the decision of the Director of Education shall be final and binding of the parties.
20. Under no circumstances, the negotiation would be held with any tenderers except the lowest tenderer.
21. The terms of the tender will be one year from date of acceptance/ approval of the competent authority and will be valid for sports branch also.
22. The quantity may increase or decrease as per the need of the programme.
23. In case of an legal dispute shall be within the jurisdiction of Delhi.

  
 Omeshwara Singh  
 Dy. Director of Education (SOUTH WEST-A)  
 Dy Director of Edu. (S/W-A)  
 C-4, Vasant Vihar,  
 New Delhi-110057

All the above terms and conditions are accepted by me/us. I/we bound myself/ ourselves to observe them in the event of my/our tender being accepted. The earnest money in the form of Demand Draft for Rs..... is enclosed.

Signature of the tenderer with seal of the firm

Place.....

Dated.....

Witness:        1. ....  
                      2. ....

  
 Dy Director of Edu. (S/W-A)  
 C-4, Vasant Vihar,  
 New Delhi-110057

**SARVODAYA CO-ED. SR. SEC.SCHOOL**  
**NANAKPUR, MOTI BAGH-II(1719105)**  
**DIRECTORATE OF EDUCATION (DISTT.SOUTH WEST-A)**  
**GOVT. OF NCT OF DELHI,**  
**ZONE-19, DISTT. SOUTH WEST-A, NEW DELHI-110021**

**TENDER FORM (LIMITED) FOR THE PROCUREMENT SUPPLY OF DRESSES FOR 215 GIRLS FOR STATE REPUBLIC DAY CEREMONY-2017 AT CHHATRASAL STADIUM DELHI-110009.**

**(TO BE FILLED BY TENDERER)**

**TECHNICAL BID**

FORM TO BE DEPOSITED : Up to 11:00 a.m. on 18-01-2017

SAMPLES TO BE DEPOSITED : Up to 2:00 p.m. on 18-01-2017

TENDER TO BE OPENED : At 3:00 p.m. on 18-01-2017

- A. 1. (a) Name of the firm.....  
(b) Address of the firm.....  
© Name & address of the Prop./Partner.....
2. (a) TIN No. ....  
(B) PAN No. ....  
© Attested copy of TIN Registration  
(d) Attested copy of PAN Registration
3. Bid security deposited vide Demand Draft/FDR No. ....  
Dated .....for Rs.....
4. (a) Whether any supply had been made to Govt. Department in the past.....  
If yes, please furnish full details maximum four copies of supply order received during the year.

YEAR	DETAILS OF ITEMS	NAME OF DEPTT	AMT
2013-14			
2014-15			
2015-16			

**4. Annual Turnover**

YEAR	TURNOVER (in Rs.)

  
By Director of Edu. (S/W-A)  
C-4, Vasant Vihar,  
New Delhi-110057

B. FOR THE PROCUREMENT/SUPPLY OF PROPS FOR 215 GIRLS MAKEUP & RECORDING FOR STATE REPUBLIC DAY CELEBRATION - 2017 AT CHHATRASAL STADIUM, DELHI.


Rates are invited from reputed dealers for procurement/supply of props for 215 girls for State Republic Day-2017.

One sample of the required articles has been displayed in the office of the undersigned for inspection. The same can be inspected on any working day during office hours.

TERMS & CONDITIONS

1. The rates should be inclusive of free delivery in any part of Delhi.
2. Acceptance of the goods will be subject to the inspection/examination by experts and are liable to be rejected if they do not confirm to the requirement. If the material is found defective, it is to be replaced within a day.
3. The articles/work should be of high quality and strictly according to the specification.
4. Only one sample of the item needs to be deposited in the office of Dy. Director of Education Distt. South West-A Vasant Vihar, Delhi, upto 2.00 p.m on 18-01-2017.
5. The technical bid form duly filled in & with enclosures attached in all respect should be sealed in a separate envelope inscribing "TECHNICAL BID FORM FOR THE PROCUREMENT/SUPPLY OF PROPS FOR 215 GIRLS FOR STATE REPUBLIC DAY CELEBRATION- 2017 AT CHHATRASAL STADIUM DELHI."
6. Terms & conditions duly signed in token of acceptance should accompany the Technical bid.

All the above terms and conditions are accepted by me/us.

  
Dy. Director of Education (SOUTH WEST-A)  
DIRECTORATE OF EDUCATION  
GOVT. OF NCT OF DELHI  
Vasant Vihar, New Delhi  
Dy Director of Edu. (SW-A)  
C-4, Vasant Vihar,  
New Delhi-110057

Signature with seal of the firm

  
Dy Director of Edu. (SW-A)  
C-4, Vasant Vihar,  
New Delhi-110057

**SARVODAYA CO-ED. SR. SEC.SCHOOL**  
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**(TO BE FILLED BY TENDERER)**

**FINANCIAL BID**

FORM TO BE DEPOSITED : Up to 11:00 a.m. on 18-01-2017

SAMPLES TO BE DEPOSITED : Up to 2:00 p.m. on 18-01-2017

TENDER TO BE OPENED : At 3:00 p.m on 18-01-2017

- A. 1. (a) Name of the firm.....  
(b) Address of the firm.....  
© Name & address of the Prop./Partner.....

**B. PROCUEMENT SUPPLY OF DRESSES FOR STATE REPUBLIC DAY CELEBRATION -2017**


Rates are invited from reputed dealers for the procurement/supply of items for 215 Girls State Republic Day Celebration -2017.

S.No.	Items	Unit	Rate (in Rs.)(Including all taxes)
1	Recording of song and mixing	1	
2	Makeup- Basic makeup with foundation, Eye shadow, Lipstick, Blush on, Eye liner and Tattoo on the face	215	
3	Props- Round shape smiley, Two feet wide on sun pack sheet.	215	

The tender shall be liable to be rejected if all the columns are not properly & completely filled up.

This financial bid form duly filled in, should be sealed in a separate envelope inscribing "FINANCIAL BID FORM FOR THE PROCUREMENT/SUPPLY OF ITEMS FOR STATE REPUBLIC DAY CELEBRATION-2017", on it & due mentioning name & address of the tenderer on it.

Signature with seal of the firm

  
Dy Director of Edu. (S/W-A)  
C-4, Vasant Vihar,  
New Delhi-110057