



കേന്ദ്രീയ വിദ്യാലയം പത്തനംതിട്ട

केंद्रीय विद्यालय पत्तनंतिट्टा

KENDRIYA VIDYALAYA PATHANAMTHITTA

(ചെമ്പിൻകര), ഓമല്ലൂർ പി.ഒ, കേരളം-689647

(ചെമ്പിൻകര), ഓമല്ലൂർ പോസ്റ്റ്, കേരള - 689647

(Chenneerkara) Omalloor P.O, Kerala-689647

Ph. No. 0468 – 2356000(O) 2356000 (Fax)

E-mail : kvchenneerkara@yahoo.in

Web: <http://kvchenneerkara.nic.in>

Ref:F.2189089/2014-15/

23 January 2015

To,

M/s

.....

.....

Sub:- " Invitation for Quotations for supply of "INK TANK SYSTEM PRINTER - reg"

Sir/Madam,

1. The KendriyaVidyalayaSangathan, a centrally funded Autonomous Body, is a Society registered under Societies Registration Act, 1860. The Sangathan administers the Scheme of KendriyaVidyalayas set up for imparting education to the children of transferable central Govt. Employees.

2. Sealed competitive quotations from the reputed firms are invited by the undersigned on behalf of the KendriyaVidyalayaSangathan for supply of the following items:

Sl. No	Brief description of goods	Specifications	Quantity (approx.)	Delivery period	Place of delivery
1.	Ink Tank System Printer - Epson L1300	Ink Tank System Printer - Epson L1300 or higher -MS Windows compatible - Print speed 30(Black)/17 (Colour) ppm - Maximum Paper Size A3 - with USB Connectivity	01	07 days	KV Pathanamthitta

3. **Bid Price**

- The contract shall be for the supply of the mentioned items to the KVS. The bidder shall quote for items in the format of quotation attached. Corrections, if any, shall be made by crossing out, initialing, dating and rewriting:
- All duties, taxes and other levies payable by the bidder, shall be included in the total price. However, the tax and duties leviable should be quoted separately.
- The rates quoted by the bidder shall be fixed for the duration of the contract (and shall be quoted in Indian Rupees only):
- The prices should be quoted in Indian Rupees only.
- Each bidder shall submit only one quotation.
- Telex or Facsimile quotations are not acceptable.
- The bid should be submitted along with EMD for Rs. Nil by bank draft in favour of KendriyaVidyalaya VVN A/c payable at Pathanamthitta

h. The firm should enclose supporting documents regarding registration of VAT/ST/ITPAN and proof of credibility.

4. **Validity of quotations**

The quotation shall remain valid for a period not less than 90 days after the deadline specified for submission of quotations.

5. **Evaluation of quotations:**

The Purchaser will evaluate and compare the quotations determined to be substantially responsive, i.e., which are:

- a) properly signed, and
- b) conform to the terms and conditions and specifications.

The evaluation would be done for all the items put together. The items for which no rates have been quoted would be treated as zero and the total amount would be computed accordingly. The bidder who has quoted for partial quantity of any one or more item (s) would be treated as non-responsive. Purchaser will award the contract to the responsive bidder whose total cost for all the items put together is the lowest.

6. **Award of contract:**

(a) The purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest price as per para 5 above :

(b) The bidder whose bid is accepted will be notified of the award of the contract by the office prior to expiration of the quotation validity period:

(c) The Notification of Award to clearly specify any change in the unit price or any other terms and conditions accepted.

(d) Normal commercial warranty/ guarantee shall be applicable to the supplied goods:

(e) Payment shall be made within 15 days after the delivery of goods/completion of work and their acceptance.

(f) Notwithstanding the above, the Purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of the contract.

(g) The successful bidder has to deposit performance security of the total amount of Rs. ..% in favour of Kendriya Vidyalaya VVN A/c in the form of Demand draft/Cash payable at Pathanamthitta

7. **Last date and time of receipt of quotations :**

You are requested to submit the sealed superscribed on the envelope as “**Supply of Ink Tank Printer for KV Pathanamthitta (Chenneerkara), Omalloor PO**” on or before 01.00 pm on 06.02.2015. The quotations shall be opened at 02.00 pm on the same day. The bidders or their representatives who choose to be present at the time of opening of quotation are invited to do so.

The purchaser looks forward to receiving the quotation and appreciate the interest of the bidders in the KVS.

Yours faithfully,

Signature :

Name : Agimon A Chellamcott

Designation: Principal I/c

For and on behalf of the Kendriya Vidyalaya Pathanamthitta (Chenneerkara)

Kendriya Vidyalaya Pathanamthitta (Chenneerkara)

Supply of Ink Tank Printer

Format of Quotation

S.No.	Description of Goods/	Unit rate (Rs) without VAT	VAT Rate in %	VAT Amount	Unit Rate including VAT
1.	Ink Tank System Printer - Epson L1300 or higher -MS Windows compatible - Print speed 30(Black)/17 (Colour) ppm - Maximum Paper Size A3 - with USB Connectivity				

We agree to supply the above goods in accordance with the specifications for the above mention unit price shown against the item(s) for which quotations have been submitted within the period specified in the Invitation for quotations.

We also confirm that the normal commercial warranty/guarantee of _____ months shall apply to the offered goods.

Bid security of for Rs _____ furnished herewith vide Bank draft No, _____ dated _____ drawn on _____.

Signature

Name of the firm & address:

Place:

Date:

Seal