

EKLAVYA MODEL RESIDENTIAL SCHOOL, DHANGHERA, DIST: MAYURBHANJ
TERMS AND CONDITIONS OF THE TENDER NOTICE FOR
SUPPLY OF _____

1. The supplier/tenderer shall be deemed to have carefully examined the terms and conditions, specifications, etc of the _____ **item** to be supplied. If he has any doubt as to the meaning of any portion of the conditions, specifications he may refer to the EMRS and get clarification from school office.
2. In case of **items supplied other** than the approved brand, specifications, make or size, the same shall have to be replaced immediately by the supplier without extra cost. In case of any article supplied is not being approved, then expenses or loss caused to EMRS as a result of rejection or replacement of supplies, shall be entirely to the account of the supplier.
3. Principal of EMRS or his duly authorized representative shall have at all reasonable time access to the supplier's premises and shall have the power and all reasonable time to inspect and examine the materials and workmanship of all the material as the case may be.
4. If the items supplied are found damaged, mutilated, substandard or not conforming to the standard as per contract, the same will be rejected and the suppliers shall have to replace the same immediately without any extra cost. The date of supply of replacement will be treated as the date of delivery and not the original one. Any expenses incurred /loss suffered by EMRS on this supply shall be debited to the supplier's A/c.
5. The rejected articles must be immediately removed by the supplier from the destination wherever they may be or within ten days of the date of intimation by the consignee. The EMRS shall not be responsible for any loss, shortage, damage, etc.
6. The supplier shall be responsible for the proper standard packing so as to avoid damage under normal conditions of transport by road and shall ensure delivery of the materials in good condition to the consignee. In the event of any loss, damage, torn/cut or any shortage found on checking / inspection of the materials by the consignee, the same shall be made good by the supplier.
7. The proposed rate by the tenderer includes all Central, State and Local Taxes & Duties and other charges and is on F.O.R. destination basis.
8. The supplier/tenderer shall furnish valid Demand Draft of State Bank of India (of same period) as per Item & amount mentioned intender Notice in favour of Eklavya Model Residential School, Dhanghera, Mayurbhanj, towards EMD along with Technical Bid.(As per annexure attached) . The EMD of the unsuccessful bidder will be released after the tender process is over.
9. The Successful bidder is required to deposit Security Money (SD)within period of 15 days from the selection of tender.
10. If the Supplier will not supply the material within the stipulated time & as per tenderspecifications,the Security Deposit Money (SD) will be forfeited and **the tenderer may be blacklisted for future transactions with EMRS, Dhanghera, Mayurbhanj.**
11. Remittance charges on payment made to the supplier will be borne by the supplier.
12. **SUPPLY/DELIVERY SCHEDULE:** The supplies shall be made strictly within the stipulated time as per supply order.

Signature of Tenderer with seal:

13. **INSURANCE : Where applicable** Transit Insurance coverage has to be taken by the supplier in favour of EMRS,Dhanghera, Mayurbhanj, Dist: Mayurbhanj to the extent of 110% of the total value of the consignment before effecting dispatches covering all risks against any loss by theft, destruction or damage by fire, flood and exposure to weather or otherwise (war, rebellion, riot, etc.) from dispatching point to delivery point. In case of compensation / claimarising due to any reason, the purchaser shall get the claim directly from the **insurance company**. The insurance charges will be borne by the supplier.
14. **PAYMENT:** 100% payment will be made within 15days after completion of process as per Purchase order.
15. The supplier shall ensure that intimation of the dispatch about the stock is sent to the concerned consignee well in advance, so that the consignee is in a position to make necessary arrangement for taking delivery of the stock at EMRS. **Supplies at odd hours should be avoided at all cost.**
16. To ensure transparency and timely payment, all supplies to the EMRS should be invariably accompanied by cash bill. No supplies without cash bill will be accepted under any cost. The EMRS reserves the right to refuse items not accompanied by cash bill.
17. All legal proceedings, if necessity arises to initiate by any of the parties EMRS, Dhanghera, Mayurbhanj shall have to be lodged in Courts situated in MayurbhanjDistrict.
18. EMRS DHANGHERA, Dist: MAYURBHANJ SHALL HAVE THE RIGHT TO ACCEPT, REJECT or MODIFY ALL TENDERS WITHOUT ASSIGNING ANY REASON THEREOF.
19. ALLOCATION OF QUANTITY TO ANY TENDERER SHALL BE AT THE SOLE DISCRETION OF THE EMRS.
20. ANY CONDITION OTHER THAN THOSE MENTIONED ABOVE, SHALL NOT BE ACCEPTED.
21. ANY CONDITIONAL OFFER SHALL BE REJECTED SUMMARILY.
22. THE EMRS RESERVES THE RIGHT TO INCREASE OR DECREASE OR CANCEL QUANTITY MENTIONED IN THE TENDER NOTICE OR SUPPLY ORDER AT ANY TIME WITHOUT ASSIGNING ANY REASON AT THE RISK AND COST OF THE SUPPLIER / TENDERER.
23. **Tenderer should produce the sample in transparent polythene packet before the PAC positively, failing which rates cannot be taken in to consideration.**

Signature of Tenderer with seal:_____

For the interpretation of the tender conditions, the decision of the EMRS will be final. The above terms and conditions from 1 to 23 are acceptable to us and these conditions will constitute the condition of contract between me/us and EMRS, the moment our tender /proposal is accepted and firm supply order is issued

Signature of the Tenderer

Witness (Signature, Name & Address)

1. Signature.....

. Name:.....

Phone No. : Mobile No.:.....

Address:.....

2. Signature.....

Name:.....

Phone No. : Mobile No.:.....

Address:.....

TENDERFORM
EKLAVYA MODEL RESIDENTIAL SCHOOL ,
DIST:MAYURBHANJ
PART - A

Sub: Technical bid for supply of _____ as per enclosed specification & list.

PART – 'A' (To be filled by the EMRS)

1. Tender Notification Number:-----/2026-27/-DT,-----
2. Tender form No.:
3. Issued to: M/s.....
.....
.....
4. Date of Issue:.....
5. Date of opening of tender on ----- at 10.00AM.

PART B (To be filled by the Tenderer)

I/We hereby submit Technical bid for supply of _____ as per terms, conditions and specifications of the abovementioned notification of EMRS, Dhanghera, Mayurbhanj, Dist: Mayurbhanj which are acceptable to us. I/We are aware that while evaluating the Technical bid, if any / part (as decided by EMRS, Dhanghera, Mayurbhanj) of the terms / items mentioned below is not found meeting the requirement of the tender notice, the bid will not be accepted.

1. Earnest Money	(a) Bank (b) Draft No. dated..... (c) Amount Rs.
2. Income Tax Registration details	Income Tax PAN No. Copy encl: Yes/No
3. GST clearance Certificate from the competent Authority up to 31.03.2025.	(a) GST No. – (b) Issuing authority: (c) Period of Validity:
4. GST Registration Certificate	Number and date of certificate (a) Certificate No. Dt. (b) Designation of certificate issuing officer : (c) Attested copy of the certificate Annexed : Yes/No
5. Submitting of Product Prospectus/ Brochures / Samples of _____ as per list & specifications. (where applicable).	Yes / No
6. Registration Certificate for the manufacturing item (IF APPLICABLE) (Certified copies of registration certificates must be closed)	(a) Valid Certificate issued by any Govt. authority: Yes/No If yes, the Name of the authority

SIGNATURE OF THE TENDERER WITH SEAL

7.	Copy of ISO:9001:2000 Certificate (IF APPLICABLE)	Number and date of certificate (a) Certificate No..... Dt. (b) Name of the issuing authority : (c) Valid upto..... (d) Attested copy of the certificate Annexed : Yes/No
8.	Description of the registered trademark (where applicable)	

Undertaking

- i. I/We undertake to abide by the terms & conditions of tender notice along with Annexure.
- ii. I/We undertake to make the entire supply as per delivery schedule of tender notice.
- iii. The proposed rates are valid upto next tender of EMRS Dhanghera.
- iv. I/we am/are not blacklisted or otherwise debarred from tendering /supplying from any State or Central Govt. Department /agency/ undertaking.

List of enclosures:

1.
2.
3.
4.
5.
6.
7.
8.
9.
10.

Signature of the Tenderer

Name:

Postal Address:

.....
.....

Phone No.:

Mobile No.:

Email: