

**KENDRIYA VIDYALAYA KHANAPARA
GUWAHATI, PIN-781022**

TENDER NOTICE

Sealed quotations are invited from registered, reputed and experienced Firms to provide the following services: -

1. Security for 24 hours (Ex-servicemen, Home Guard and Trained Co-Guard) 2. Gardening/ Cleanliness with materials and without materials.

The attested copies of the following documents will be submitted along with the quotations.

(1) Tax clearance certificate for the last five years, (2) Employees Insurance (3) P.F. Certificate (4) Valid License in the line (5) Pan Card. (6) Audited Balance Sheet- Income Tax Clearance Certificate for the last five years. (7) Employees State Insurance Registration with ECR & Challan (Latest) (B) Valid Licence from Proper Authority/ Labour department as applicable. (9) Profit of the Co /Firm. (10) EPF Registration with ECR (Electronic Challan cum Record) of Challan (Latest)

The Tender Papers with detailed Terms and Conditions may be obtained from the school web site. Demand Draft for Registration fee of Rs. 500/- each against each service may be drawn in favour of VVN Account Kendriya Vidyalaya Khanapara should reach the school latest by 31/03/2017 by Registered Post.

Sealed quotations accompanied by earnest money for Rs.30000/- (will be converted into security money for successful bidder and refundable to others) payable by demand draft in favour of VVN Account Kendriya Vidyalaya Khanapara should be submitted on or before 31/03/2017. Rate of wages as per Central Labour circular as monthly basis.

The Vidyalaya reserves the right to accept or reject any or all the tenders without assigning any reasons thereof.

sd/-
Principal

TERMS AND CONDITIONS

1. The firms must have a valid ESIC Registration.
2. Employee Provident Fund Scheme Registration with ECR (Electronic Challan cum Record)
3. Service Tax.
4. Registration with GMC/ Labour Department.
5. PAN Number
6. Audited Balance Sheet – Income Tax Clearance Certificate for the last five years.
7. Valid License from Proper Authority.
8. Rates should be quoted on the basis of minimum wages as approved by Central Govt. as monthly basis.
9. Rates are to be quoted in the enclosed proforma.
10. The Quotation/ tender should accompany with a DD for Rs. 30,000/- (Rupees Thirty Thousand only) in favour of 'VVN A/c KV Khanapara'
11. The earnest money selected bidders will be retained and in other cases the same will be refunded.
12. Agreement will be made in accordance with the rules of Kendriya Vidyalaya Sangathan, HQ, New Delhi.
13. Copy of work order/ certificate in support of experience.
14. The payment will be made after 15 days of the respective month on production of certificate that the payment has already been made to the employee by the agency.
15. The Vidyalaya reserves the right to cancel the tender/ quotation without assigning any reason.
16. Rates must be quoted with and without material required for proper execution of the service concerned.
17. Contract conditions will be in accordance with the norms as mentioned in Education and Accounts code of KVS.

Principal