



## केन्द्रीय विद्यालय संगठन

18 संस्थागत एरिया शहीद जीत सिंह मार्ग  
नई दिल्ली -110602 फोन 011-26858570

एफ 110334/01/2012-केवीएस /शैक्षिक /सेवा एवं आपूर्ति 24.12.2013

- 1 M/s Yugantar Prakashan (P) Ltd., WH-23 Mayapuri Industrial Area Phase -1., New Delhi -110064.
- 2 M/s Jagdish Printers & Computers Solutions Pvt Ltd, H-257 Sec.3 DSIIDC Bawana Delhi-110039.
- 3 M/s A P India D-15/1 Okhla Industrial Area Phase -1 New Delhi-110020.
- 4 M/s Drishti Graphics & Printing Solutions C-114 Countrywide Apartments, Mohammadpur, R K Puram, New Delhi-110066.
- 5 M/s Dolphin Printo-Graphics 4E/7 Pabla Building, Jhandewalan Extension, New Delhi-110050.
6. Any firm wish to participate

Subject: Tender for Principals Planner(Table Calendar) 2014

Sir,

Please find enclose the Tender documents for Printing of Principals Planner (Table Calendar) 2014 for your information and submission of the same if desired.

Yours faithfully

( B C D Kumar )

Assistant Commissioner(S&S)

Copy to : 1. ✓ EDP Cell for uploading the Tender Documents in web-site of KVS

2. The PA to Deputy Commissioner (Acad) for information.

Assistant Commissioner(S&S)

**KENDRIYA VIDYALAYA SANGATHAN  
18 INSTITUTIONAL AREA  
SHAHEED JEET SINGH MARG  
NEW DELHI -110016**

**NOTICE INVITING TENDERS  
TERMS AND CONDITIONS FOR PRINTING OF PRINCIPAL PLANNER (TABLE CALENDAR)**

The sealed tenders are invited from Registered/existing firms for Principals' Planner (Table calendar) 2014 as specification, on following terms and conditions:-

1. Specification : The specification of Principals Planner (Table Calendar) can be seen by visiting the office of Deputy Commissioner(Acad) Room No 8 or 213 on any working day between 24.12.2013 to 30.12.2013
2. Approximate 6000 ( six thousand ) Principals Planners (Table Calendar) are likely to be printed . The planner may contains following content other than vision, Mission, Emblem(Logo),Prayer :
  - A) Map of India showing locations of KVS ROs
  - B) Regional Offices/ZIETs addresses, Telephone numbers, Website, email etc.
  - C) Region wise/Statewise number of Kendriya Vidyalayas
  - D) List of KVs with hostel facilities
  - E) KVS Auditorium information
  - F) Photograph of KVS (HQs)
3. The closing date and opening of tender : The sealed tenders should reach to Room No 8/213 before 1 PM of 30.12.2013 and same will be opened in the presence of representative and committee members at 3.00 PM in the Chamber of Dy Commissioner(Acad) Room No 08 on 30.12.2013.
4. The tenders should accompany following documents :-
  - i) The DD for cost of tender Rs 500/- (Rupees five hundred only)
  - ii) The DD for Bid Security amounting to Rs 15,000/- (fifteen thousand only)
  - iii) The above DD's should be in favour of KVS Head Quarters, New Delhi and payable at Delhi.
5. The Successful Bidder will have to deposit Rs 30,000/- (Rupees thirty thousand only) as a Performance Security. The same will be refunded to firm on successful completion of work.
6. The successful bidder will have to complete the work within 10 days of allotment of work, failing which the Performance Security may be forfeited and firm will be Black listed for further work. Since this is a time bound work, only those who can execute the work within time frame only need to submit the tender.
7. The Tender should contain following details
  - A) Name and address of Firm/Tenderer
  - B) Tin/Sales Tax /VAT number
  - C) Registration number
  - D) Rate for Principals Planner (Table Calendar ) to be quoted in following Format

Name of Item	Specification	Details	Cost per Planner (Calendar) (in rupees)
Principals Planner (Table Calendar)	As per sample at KVS	(i) Per Planner (Calendar) with cost of distribution to 25 KVS Regional Offices as a single consignment of 200 to 300 pieces (including all Taxes etc) as per supply order to be issued by KVS.	
		(ii) Per Planner (Calendar) without cost of distribution to KVS Regional Offices (including all taxes etc) FOR at KVS(HQ)	

I -----the authorized person/owner on behalf of firm agree to abide by the time frame and above terms and conditions I also reiterate that I have seen the specification of Principal Planner (Table Calendar) 2013 and quoted the rates as per specification and other conditions in the tender notice.

E) Details of DDs attached (i) No.	Date	Amount
(ii) No	Date	Amount

Signature and seal of firm of authorized person