

NOTICE INVITING QUOTATION

(a) Quotation for providing Man Power (Category-D) for the school from Outsourced Agency.

1. Sealed quotation for the supply of the articles shown above is invited by the undersigned on behalf of the SCS DAV Public School Haveli Kharagpur, Munger up to 2 P.M. by 29.06.2025

Quotations should be sent under the sealed cover marked as:-

(b) Quotation for providing Man Power (Category-D) for the school from Outsourced Agency to school and not by name.

1.The quotations will be opened in the office of the undersigned at 2.00 P.M. on 30.06.2025

2.The quotations shall be submitted according to the terms and conditions specified in

Paragraph 3 to 12. Unless specified otherwise in the quotations, it shall be construed that the terms and conditions stipulated hereunder have been agreed to.

3.The rates should be F.O.R. and should include exercise duty, sales tax, freight charges, any other taxes, rates or impositions which are liable., packing charges in respect of the supplies. The school/ institution shall not be liable to pay any tax, freight, etc. which has not been expressly stipulated in the quotation in the event of acceptance of the quotation.

4.There should not be any overwriting or corrections in the quotation. If a figure is to be amended, it should be neatly scored out, the revised figure written above and the same attested with full signature and date. In the absence of such attestation the quotation is liable to be rejected.

5.The undersigned does not bind himself / herself to accept the lowest quotation and Reserves the right to accept the quotation in whole or in part i.e. , with respect to all the articles mentioned in the attached statement or in respect of one or more than one articles specified in the attached statement as he / she may decide.

6.On acceptance of the quotation it will become a contract and the contractor shall be bound by the terms and conditions of the quotation.

7.If the contractor fails to supply the articles within the time stipulated in the letter of Acceptance by the undersigned, the undersigned shall be at liberty to purchase the articles from the market or get the rest of contract completed by any other person or Firm.

8.The quantity of Articles indicated in the attached statement may be increased or decreased at the discretion of the undersigned without assigning any reason.

9. Prior to acceptance of the quantity, the undersigned reserve the right to call for samples or Demonstration free of cost.

10.In the event of acceptance of the quotation and placing of the order for purchase, the articles ordered for would be subjected to an inspection by the undersigned or my representative and are liable to be rejected if the articles supplied are not according to approved samples or do not conform to the specification prescribed.

11. The rates quoted by the contractor shall hold good up to 31/03/2026. No amendment in the rate except increase in the rate if Sales tax during the period of execution of the contract will be accepted.

12. Quotations which do not comply with the above conditions are liable to be rejected.

Headmaster

Asst. Regional Officer

Manager