

Tender Enquiry Form for

Procurement of Diesel Lawn Mower

ARMY PUBLIC SCHOOL, FEROZEPUR

No APS/FZR/TN (2023-24)

Form No. _____
(For office use only)

TENDER FORM FOR PROCUREMENT OF DIESEL LAWN MOWER

1. Name of Printing Press : _____
2. PAN/GST No : _____
3. Complete Address : _____

_____ Pin _____
4. Phone No. : _____ (Shop/Office)
_____ (Residence)
_____ (Mobile)
5. Details of Earnest money : DD/CHQ No _____ dated _____
_____ Amount _____
Bank _____
6. Total amount of expenditure offered : _____
7. All docs to be signed separately : _____
8. Have you submitted relevant documents : YES/NO
as per Ser No 8(d) of general instructions.

Date : May 2023

Signature of the Applicant/
with Rubber Stamp

ARMY PUBLIC SCHOOL, FEROZEPUR

TENDER FORM FOR PROCUREMENT OF DIESEL LAWN MOWER FOR APS, FEROZEPUR

1. On behalf of the Army Public School, Ferozepur I invite you to forward your Tender enquiry form for procurement Diesel Lawn Mower for Army Public School, Ferozepur.
2. The conditions, which will govern the contract are contained in appendices as under, any special conditions attached to this invitation to tender also form part of the conditions :-
 - (a) Details of Item - Appendix –B
 - (b) Commercial Bid - Appendix – C
3. If you are in position to quote for supply in accordance with the requirement stated in this tender enquiry, the same will be filled in, signed on each page and returned in duplicate to the addressee as mentioned at Para 8 below. You must also furnish with tender all information called as far as indicated in this tender enquiry and any other relevant info.
4. Commercial bids will be sealed envelope enclosed as per Para 8 below.
5. The technical and commercial bids will be duly authenticated and companies will affix their company's stamp in the space provided at the top of each sheet and authorized signatory of the company/dealer must sign on technical and commercial bid forms, additional sheets duly authenticated may be attached to elucidate specification/clarify a point.
6. The tender is not transferable.
7. **Scope of Work.** The project will encompass the Diesel Lawn Mower procurement of required item. The following will be required to be done:-
 - (a) The detail of items are given at Appendix –A.
 - (b) Supply of item will be as per the desired specifications.
8. **Schedule of events:**
 - (a) The bidder may depute their representative, duly authorized in writing, to attend the opening the bids on the due date and time. Rates and important Commercial clauses quoted by all bidders will be read out in the presence of the representative of all the bidders. The event will not be postponed due to non presence of your representative.
 - (b) **Last date of submission.** Last date of submission of tender enquiry forms is 1500hrs on **31 May 2023** to be submitted through registered post/by hand as under :-
 - (c) **Venue.** Date & time for opening of Tender Form at 1200hrs on **01 Jun 2023** at Army Public School, Ferozepur. Fresh dates will be intimated in case of any change.
 - (i) Forwarding letter as per Appx 'A' & App'B' (Details of firm and detail of item).
 - (ii) Commercial bid as Appx 'C'.

Cont...2/-

(d) **Address for submission of Tender Form.** Principal, Army Public School, Near Army Recruiting Office, Ferozpur Cantt – 152001.

9. **Pre Bid Meetings/Clarification of Bids.** No pre bid meeting to be held. Clarification sought by the bidder should be in writing (Letter/E-mail) and submission latest by date & time mentioned in schedule of events. The email of this office is apsfzr@gmail.com.

10. **Delivery and Implementation Schedule.** Delivery and installation of all items for acceptance at APS, Ferozpur completed in all respects by/before **30 Jun 2023.**

Commercial Aspects.

11. A locked tender box for receipt of tender will be placed at outside office of Principal, Army Public School, Ferozpur.

12. Tender received by post/courier by due date and time will be placed in the box.

13. The box will be sealed at 1500hrs on **31 May 2023.**

14. The price charged for stores supplied by the firm shall in no event exceed the lowest price at which the stores of identical description would be made available by any firm at Ferozpur.

15. The customer reserves the right to order all or part of the items/stores being ordered in the tender at his discretion.

16. In case the vendor wishes to furnish any additional information/particulars of quotation conditions etc e.g. those relating to tax/duties or allowance of discount, rabbets etc that cannot be accommodated in tender form, they may do so by means of a note attached with tender form(to be attached with commercial bid).

17. In case the store(s) are found unfit/inferior quality or not to the specification you will be liable to replace the same free of cost.

18. Any further information required can be obtained on application on any working day from the office or the Principal Army Public School, Ferozpur between 1000hrs – 1400hrs till **31 May 2023.**

19. **Inspection.** Inspection & quality will be recorded by BOO after delivery of all items as per the requirement of the school.

20. **Payment Terms.** The payment will be made after completion of tender & acceptance by the inspection Board of Officers.

21. **Fall Clause.** The price charged for the stores supplied under the contract by the seller shall no event exceed the lowest prices at which the seller sells the stores or offer to sell stores of identical description to any persons/organization including the purchaser or any department or any statutory undertaking the central or state government as the case may be during the period till performance all Supply Order placed during the currency of the rate contract is completed.

Sd/-xxx
Presiding Officer

DETAILS OF ITEMS

(VENDOR MUST USE THIS FORM IN ORIGINAL)

Name of Vendor _____

| S No | Item | Specification | Qty |
|---------|----------------------|---|-----|
| (a) | Diesel Lawn Mower | Size :20 inches Engine : 5 HP Gears : Hardened Gears Shafts : En 8 Shafts for extra jumping loads. Structure : 5mm heavy steel structure. Rear Roller : Anti Skid Roller with Rached system. Blades : 6mm heavy blades for longer life. | 01 |

COMMERCIAL BID FORM**(VENDOR MUST USE THIS FORM IN ORIGINAL)**

Name of Vendor _____

| Ser No | Desired Specifications | | Qty | Rate per unit | Cost for all units | Tax/ GST | Total cost | Remarks (Warranty if applicable) |
|--------|------------------------|---|-----|---------------|--------------------|----------|------------|----------------------------------|
| | Specifications | | | | | | | |
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