



**ARMY PUBLIC SCHOOL, BABINA**  
**TUNKA ROAD BABINA CANTT (UP) - 284401**  
Website : [www.apsbabina.in](http://www.apsbabina.in), Email: [armyschool3@yahoo.com](mailto:armyschool3@yahoo.com)  
**AFFILIATED TO THE CENTRAL BOARD OF SECONDARY EDUCATION**

### **TENDER NOTICE**

1. The school invites tenders in a sealed envelope from interested and eligible vendors for **PRINTING OF SCHOOL MAGAZINE FOR THE SESSION 2023-24**. The details of items of which supply required is as under :-

| Ser | Item                           | Specification  | A/U | Qty Required |
|-----|--------------------------------|--|-----|--------------|
| (a) | School Magazine for APS Babina | 130 GSM Art Paper with A4 Size with Cello Binding in full Multicolour Printed upto 70 Pages and upto 80 Pages. | Nos | 1300         |

2. **IMPORTANT POINTS FOR VENDORS :-**

- Validity of Quotation/ Bid must be 02 months from the date of issuance.
- Quotation/ Bid should be submitted **in two separate envelopes** mentioning **TECHNICAL BID** and **COMMERCIAL BID** on top of each envelope respectively.
- Only authorised vendors to submit quotation/ bid.
- The sealed Quotations/ Bids to be dropped in the **QUOTATION BOX** kept in the school within the stipulated date and time. The Quotations/ Bids received after closing date of a tender will not be accepted.
- Telephonic / incomplete Quotations/ Bids will not be entertained.
- It should be noted that submission of Quotation/ Bid by a vendor/ firm is not a guarantee for their final selection. They will only be selected on the basis of final scrutiny of their Technical & Commercial Bid.
- An **earnest money** amount equal to **10% of total cost of project** for which vendor applied must be deposited at the time of receipt of final Supply Order in the form of Demand Draft (issued by a Nationalized Bank) in favour of **ARMY PUBLIC SCHOOL BABINA**.
- Vendors/ firms are advised to read this tender notice carefully before submitting their Quotation/ Bid.



3. Tender Notice can be downloaded from the Army Public School Babina website: [www.apsbabina.in](http://www.apsbabina.in)

4. **Last date for submission of Quotation/ Bid is : 22 Mar 2024.**

5. **TECHNICAL BID.** The Technical Bid to be submitted as per format given at **Appendix 'A'**. However, the following necessary documents to be attached with Technical Bid :-

- (a) Downloaded and printed copy of this tender notice duly stamped and signed by a vendor on each page in token of acceptance of the terms and conditions/ specifications of the tender.
- (b) Photocopy of previous Supply Orders in support of work experience .
- (c) Photocopy of PAN Card of firm/ proprietor.
- (d) Photocopy of GSTIN Registration.
- (e) Sample copy of magazines to be submitted along with quotations.

6. **COMMERCIAL BID.** Commercial Bid to be submitted as per format given at **Appendix 'B'**. It should be submitted without any overwriting/ erasing/ cutting. Use of correction fluid/ correction tape on Commercial Bid is strictly prohibited. However, the following information must be mentioned on Commercial Bid :-

- (a) Telephone/ Mobile Number of firm.
- (b) E-mail ID of firm.
- (c) GSTIN of firm.

7. An undertaking to be submitted as per format given at **Appendix 'C'**


8. It should be noted that **Army Public School Babina reserves the right to accept or reject any quotation without assigning reasons.**

CFN :- 500/Adv/A/PSB

PLACE:- APS Babina Cantt

DATE:- 11 Mar 2024



  
Mrs Dimple Shekhawat  
(Principal)  
Army Public School  
Babina Cantt

**TECHNICAL BID**

1. Name of Firm : \_\_\_\_\_
2. Address for Correspondence : \_\_\_\_\_
3. Tele No./Fax No. and E-mail address : \_\_\_\_\_
4. Person responsible for conduct of business: \_\_\_\_\_
5. PAN Number : \_\_\_\_\_
6. GSTIN : \_\_\_\_\_
7. Annual Turnover (Last 5 Years) :
8. Details of Purchase Orders received from Govt Departments/ PSUs : Applicable (copy attach)

I, proprietor/ partner/ director of (name of the company/firm) hereby declare that the information given in this form is true and correct to the best of my knowledge and belief.

(Signature of Authorised Signatory  
with Firm's Stamp)

Date : \_\_\_\_\_



**COMMERCIAL BID**

1. With reference to your Tender Notice No \_\_\_\_\_ dated \_\_\_\_\_; the details of the required stores/ items are as under:-

| Ser No                     | Nomenclature of Item | Specification | Unit Cost<br>(in Rs) | CST/<br>GST<br>(in Rs) | Total Cost<br>(in Rs) |
|----------------------------|----------------------|---------------|----------------------|------------------------|-----------------------|
|                            |                      |               |                      |                        |                       |
| <b>Grand Total (in Rs)</b> |                      |               |                      |                        |                       |

2. GSTIN of firm : \_\_\_\_\_
3. Validity of the Quotation/ Bid : \_\_\_\_\_
4. Mobile Number of firm/ Vendor : \_\_\_\_\_
5. E-mail ID of firm : \_\_\_\_\_

(Signature of Authorised Signatory  
With Firm's Stamp)

Date : \_\_\_\_\_

**UNDERTAKING**

To,  
The Principal  
Army Public School Babina Cantt  
Tunka Road  
Distt - Jhansi (UP) -284401

Sir,

1. I/ We do hereby solemnly declare and undertake that:-

- (a) The terms & conditions of the tender is acceptable in complete. If any information in the tender submitted by me is found incorrect/false, at any time, the tender/ contract is liable to be rejected.
- (b) The firm is in this business since last five years.
- (c) The items quoted by me/ us have not been and are not being supplied to any other Govt organization / institution situated in UP (East) Region at rates lower than those quoted here and the rates quoted in this tender are not more than M.R.P. of the items.
- (d) The items quoted are of standard quality and workmanship
- (e) The firm is not black listed in any Govt. org./ institution.
- (f) I/ We give the rights to the Army Public School Babina to forfeit the performance security deposited by me/ us if any delay/failure occur on my/ our part to supply the items within the prescribed time or the items of desired quality.
- (g) Sealed Quotation are invited by the undersigned upto \_\_\_\_\_ (Date) Quotations should be sent under sealed cover only by Regd/Speed Post to Army Public School, Babina.
- (h) The rate should be F.O.R School.
- (i) The Undersigned does not bind himself/herself to accept the Lowest Quotation and Reserve the right to accept the Quotation as he/she may decide.
- (j) Printed GST number should be on the letter pad of the quotation.
- (k) The Printer provides the samples of his best quality of printing work with Quotation.
- (l) Only Original Printing Press Owner who have Printing (off set) machines will be authorized to quote the rates/not traders.
- (m) The Quantity of article may be increased or decreased at the discretion of undersigned without assigning any reason.

(Signature of Authorised Signatory  
With Firm's Stamp)

Date : \_\_\_\_\_