

CALL FOR QUOTATIONS/TENDERS: PREPARATION OF PVC IDEN CARD WITH HOLDER AND LANYARD FOR STUDENTS & STAFF OF APS, UDHAMPUR

Introduction

1. Army Public School, Udhampur invites offers in **single bid system** from the authorized dealers/vendors for the project "Preparation of PVC Iden Card with Holder and Lanyard for Students & Staff of APS, Udhampur". Details are as under :-

S No	Details	A/U	Qty
(a)	PVC Iden Card with holder & Lanyard	Nos	4500 (Qty may vary during prep of Iden Card)

Product Specification

- (a) Shape - Rectangle
- (b) Material - PVC
- (c) Card Dimensions - 86 x 54 mm
- (d) Thickness - 0.76mm
- (e) Size - 85.5 x 54 mm
- (f) Card Holder Type - Lanyard (embedded with Army Public School, Udhampur)
- (g) Type - Single Sided
- (h) Printing Type - Digital Printing
- (j) Surface Finish - Glossy
- (k) Usage - School
- (l) Holder Material - Plastic

Note :-

- (a) **Sample of PVC Iden card will be attached by vendor alongwith commercial bid.**
- (b) **Photographer will be provided by vendor only.**

3. **Commercial Bid**

- (a) Prices of the items should be inclusive of GST.
- (b) However, quoted price should include cost of material, transportation, installation and labour charges incurred to make the items functional in the school premises.

4. **Manner of depositing the bids:**

- (a) Last date for submission of bids by **1500 hrs on 25 Mar 2024**. The sealed bids should be reached by the due date and time. The responsibility to ensure this lies with the bidder. Bids received beyond the time and date given above shall be rejected.
- (b) **Manner of depositing the bids:** Sealed bids should be sent by **Registered Post / Courier only** at the address mentioned below so as to reach by the due date and time. No responsibility will be taken for postal delay or non delivery/ non receipt of bid documents.

Address

**“Coordinator,
Army Public School, Primary Wing, Udhampur,
PO – Garhi, Tehsil & Dist – Udhampur,
Pin – 182121, Jammu & Kashmir**

(c) **Time and date for opening of bids : 26 Mar 2024 at 1000 hrs at APS, Primary Wing, Udhampur.** (if due to any exigency, the due date for opening of the bids is declared closed holiday, the bids will be opened on the next working day at the same time or on any other day/time.

Special conditions

5. **Payment Terms**: It will be mandatory for the bidders to indicate their Bank Account numbers and other relevant e-payment details so that payments could be made through ECS/EFT mechanism instead of payment through cheques. Where feasible.
6. **Full payments shall be made on completion of the full order as specified**, after inspection and acceptance of items for quality, completeness and serviceability by the Board detailed by the purchaser. Payment will be made for the complete order and not in parts.
7. **Paying Authority** : Army Public School, Udhampur after prior approval of Competent Financial authority.
8. **Inspection Authority** : The inspection will be carried out by bd of Officers detailed by the school management.

General.

9. **Jurisdiction**. The Court of the place from where the acceptance of tender has been issued shall alone have jurisdiction to decide any dispute arising in respect of the contract.
10. No Litigation/Arbitration under any circumstances at any stage is applicable, the decision of Principal/ Mgt Body of Army Public School, Udhampur will be final and binding in all respect.
11. **Ownership Title**: The ownership of all the items being supplied will be with Principal Army Public School, Udhampur. All document and registration details to this effect will be handed over by the vendor at the time of delivery.
12. **Manual and Literature**. All related manuals, literature and Test certificate for the items supplied will also be handed over with the equipment.
13. No insurance charges will be paid by the school. Consignee accept no responsibility of liability for the loss of damage of the storage in transit of the rejected stores lying inside the school premises for reasons whatsoever.
14. No boarding and lodging for the installation team will be provided inside School premises due to security reasons.
15. This RFP is being issued with no financial commitment and the customer reserves the right to change or vary any part thereof at any stage. Buyer also reserves the right to withdraw the RFP, should it become necessary at any stage.
16. Income tax payment will be vendor's liability. 1 % TDS will be deducted (whereas applicable).


**(Sanjeev Kumar)
Principal**