

Tele: 03839-262001/262002/262006  
टेली :03839-262001/262002/262006  
Tele/ Fax: 03839-262010  
फैक्स :03839-262010  
Email: [sspunglwa@sainikschoolsociety.in](mailto:sspunglwa@sainikschoolsociety.in)  
ईमेल :[sspunglwa@sainikschoolsociety.in](mailto:sspunglwa@sainikschoolsociety.in)

**Sainik School Punglwa**  
सैनिक स्कूल पुंगलवा  
Punglwa BPO  
पुंगलवा बीपीओ  
Medziphema SO  
मेडजिफेमा एसओ  
Dist – Peren, Nagaland  
जिला पेरेन -, नागालैंड  
PIN/पिन – 797106

SSPN/QM/311/TDR/2025-26

Apr 25

**INVITATION OF BIDS IN GEM FOR SUPPLY OF NON VEG ITEMS REQUEST FOR PROPOSAL (RFP) FOR A PERIOD OF ONE YEAR**

1. Interested firms as per fulfillment of all under mentioned terms and conditions may apply by online GeM Bidding for **SUPPLY OF NON VEG ITEMS** to Sainik School, Punglwa, District- Peren, Nagaland.

2. The address and contact numbers for seeking clarifications regarding RFP are given below:-

- (a) **Bids/queries to be addressed to:** The Principal, Sainik School Punglwa.  
Punglwa BPO, Medziphema SO,  
Dist – Peren; Nagaland  
Pin - 797106
- (b) **Name/designation of the contact personnel** : Adm Officer  
Sainik School Punglwa
- (c) **Telephone numbers for clarification** : 03839-262002  
9402988732  
if any, may be contacting Quarter Master  
Section of this School on any working day  
between 0900 h to 1300 h and participate  
in pre-bid meeting as per Bid Document of GeM
- (d) **E-mail ID of contact personal** : [sspunglwa@sainikschoolsociety.in](mailto:sspunglwa@sainikschoolsociety.in)

1. This RFP is divided into five Parts as follows:-

- (a) Part – I : Contains General Information  
(b) Part – II : Essential details  
(c) Part – III : Standard Conditions  
(d) Part – IV : Special Conditions  
(e) Part – V : Evaluation Criteria

(Sudhir Kumar)  
Lt Col  
Adm Officer  
For Principal

2. This RFP is being issued with no financial commitment and the Buyer 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.

3. The approval or rejection of tenders rests with the Principal, Sainik School, Punglwa who reserves the right of rejecting any tender in whole or in part without cause assigned. The lowest tender will not necessarily be accepted.

4. Acceptance of Terms and Conditions. The bidder shall clearly mention the following in their offer letter. The same is also reproduced at Appendix-‘A’ to this RFP:-

“WE ACCEPT THE TERMS AND CONDITIONS MENTIONED IN THE TENDER  
ENQUIRY No. SSPN/QM/311/TDR/2025-26 dated 05 Apr 25.

5. Bids shall be submitted online only at GeM Portal : <https://gem.gov.in>

Sd/x-x-x-x-  
(Sudhir Kumar)  
Lt Col  
Adm Officer  
For Principal

(Sudhir Kumar)  
Lt Col  
Adm Officer  
For Principal

## **PARTI-GENERAL INFORMATION**

(only relevant portion of the standard conditions have been reproduced below for the complete conditions you may log on to Ministry of Defence website)

1. **Last date and time for depositing the online Bids.** As mentioned in GeM Portal.
2. **Time and date for opening of Bids.** As given in GeM Portal (If due to any exigency, the due date for opening of the Bids is declared a closed holiday the Bids will be opened on the next working day at the same time or on any other day/time or on any other day / time day /time, as intimated by the Buyer).
3. **Place of opening of online bids.** Sainik School Punglwa, District-Peren, Nagaland.
4. **Two Bid System.** The Bid is completely auto-generated as per GeM Portal. The evaluation of bid based on requisite documents received online by the tenderer will be carried out by a board of officers. In case any bidder quoted the price bid / commercial rate details in the technical bid will summarily be rejected. Please note that Technical and Commercial Bids should be uploaded / quoted by the bidder separately.
5. **Forwarding of Bids.** As mentioned in GeM Portal.
6. **Mandatory Pre-Bid Conference.**
  - (a) **As mentioned in GeM Portal, all bidders are to attend the mandatory Pre-bid to be held at Cariappa hall at Sainik School Punglwa without fail.**
  - (b) **Those bidders who participate in pre-bid meeting (date and time as per bid document) will be issued a certificate/letter by the buyer. The bidders are to upload certificate/letter in GeM along with the other required documents.**
7. The Principal, Sainik School, Punglwa shall have the right to accept or reject tender bids without assigning any reason.
8. The contract will be valid for the period of One Year starting from finalization of contract as per GeM for Supply Of Non Veg Items from the date of commencement of Agreement. If required the period of contract may be extended at the same rates as per prevailing rules in GeM.
9. The contractor shall deliver the supplies/services at their expense in such time and place to buyer location within the school premises as per the specifications at the rates given in the schedule attached to this contract.
10. The Adm Officer, Sainik School Punglwa may authorize such officer/officers as he may wish to operate the contract on his behalf and the contractor and his agents will accept and carry out instructions given by the officer (or his representatives) in connection with the contract as if those were issued by the Adm Officer, Sainik School Punglwa.

11. The Adm Officer, Sainik School Punglwa or his authorized representative to whom the supplies/services are to be delivered in the contract may reject the supplies/services in whole or in part, if the supplies are not in accordance with the contract agreement in their opinion.
12. The contractor shall not charge or be paid for such supplies/services rejected as above and such supplies/services shall be replaced by him at once at his expense.
13. The contractor shall neither claim nor be entitled to payment for any damage that rejected supplies may suffer from cutting, tearing or any other harm incidental to a full examination and test of such supplies/services.
14. The Adm Officer, Sainik School Punglwa shall in the event of rejection of supplies be entitled to demand replacement at the contractor's own cost of such supplies of the quantity required or in the event of the latter's failing, declining, neglecting or delaying to comply with any demand or rejection or otherwise not executing the same in accordance with the terms of the contract. The Adm Officer, Sainik School Punglwa or the officer operating the contract shall be at liberty (without prejudice or compensation against loss and inconvenience caused by such breach or non compliance of the contract) to purchase the tinned items in lieu or purchase the items locally if available to procure or to arrange from Government stores, or otherwise at the contractor's own risk and expense, supplies/services as may have been rejected or that the contractor may have failed, neglected, declined or delayed to supply such authorized substitutes there of as are specified in the schedule thereof and the excess cost so incurred in purchasing, procuring (together with all incidental charges) in excess of the contract price shall be recovered from him on demand.
15. All stores items should be in net weight excluding packing materials i.e jute bags / plastic bags, if any, and accordingly, the bill is to be submitted with net weight only. Otherwise, the bill will be amended accordingly on the net weight only by the school authorities.
16. The rates should be quoted including all charges i.e Transport, Loading & Unloading charges for Labour, GST/Taxes etc and the supply is to be made at Sainik School, Punglwa, Nagaland.
17. Packing material delivered along with the supplies is the property of Sainik School Punglwa and the contractor shall not claim either the material or compensation for the packing material in any form.
18. Supplies are to be made in time and date stipulated without causing any delay.
19. In case of recession, the Adm Officer, Sainik School Punglwa shall be entitled to recover from the contractor, on demand, any extra expense he may put to in obtaining supplies/services hereby agreed to be supplied from else wherein any manner.
20. Not with standing anything herein before contained, the Adm Officer, Sainik School Punglwa may recover from the contractor as compensation, such sums as he considered reasonable, if he fails to observe or perform any condition of the contract.
21. The contractor shall oblige his servants and agents to conform to any reasonable instructions to ensure their punctuality in attendance or service, cleanliness and respectful behavior that may be given to the School staff.

22. The contractor's security or any balance thereof remaining at the end of the contract shall not be returned to him until his accounts have been finally audited and settled and until he has executed the usual "No Demand Certificate". Security Deposit shall be returned to the contractor without any interest only at the end of the contract period after obtaining "No Demand Certificate" from the contractor.

23. In the event of any decrease/increase in the school strength and consequently in demand of supplies the contractor shall not be entitled to any compensation.

24. Not with standing anything to the contrary here in contained the contract may be terminated by the School authorities by giving the contractor a fortnight (14 days) notice in advance without assigning any reason and without the contractor being entitled for any compensation on this account.

25. By virtue of the contractor's position as a contractor he fully understands that he and his employees and representatives are not to divulge any information in respect of this school that may come to their knowledge regarding strength, composition, location or rates of supply etc., to any unauthorized person.

26. The contractor acknowledges that he has made himself fully acquainted with all the conditions and circumstances under which the services required under this contract will have to be made or furnished and with all the terms, clauses, conditions, specifications and other detail of the contract and he shall not plead ignorance of any of these as an excuse in case of complaints against or rejection of services, tendered by him or with a view whether to ask for enhancement of any rates agreed to in the contract to evade any of the obligation under the contract.

27. All questions relating to the execution of the terms of the agreement and all disputes and differences which shall arise during the progress of work under this agreement or any other matter arising out of or relating to this agreement on the work to be done, or payment or with regard to construction, meaning and affect of this agreement or any part thereof shall be referred to the sole arbitration of the **Principal, Sainik School Punglwa** whose decision shall be final conclusive and binding upon the parties at the agreement.

28. All supplies or items must be laid out properly in front of ration stand or any other specified place as decided by the School Authorities within the school premises for inspection before acceptance.

29. The Adm Officer and persons authorized by him will be the authorized representatives for the purpose of receipt, inspection, acceptance and accounting covered by this contract. All indents and supply orders must however, be signed by the Adm Officer, Sainik School Punglwa. The supply should be made to the authorized representative of the Adm Officer, Sainik School Punglwa at specified location within the school campus free of transport and labour charges.

30. Items not tendered in the tender form will not be accepted.

31. Principal, Sainik School Punglwa is empowered to suspend any type or all types of business in case of the following:-

- (a) If the contractor assigns or sublets this contract without the Adm Officer's

written approval or if the contractor attempted to do so.

(b) If the contractor or any of his agents or his servants are guilty of fraud in respect of the contract, directly or indirectly give or promise to give or offer any bribe, fit, loan, reward or advantage, pecuniary or otherwise to any officer or persons in employment of the school.

(c) If the contractor declines, neglects or delays to comply with any demand or requisition or in any other way fails to perform or serve any condition of the contract.

(d) If the contract or resorts to illegal or immoral practices during the course of execution of the contract agreement.

(e) If the contract or resorts to lending money to any of the staff members or to any person within the campus.

(f) If in the larger interest of Sainik School Punglwa the continuation of the contractor is undesirable and unwarranted.

32. The successful tenderer will execute an agreement in favour of Adm Officer, Sainik School Punglwa on court fee non judicial stamp of appropriate denomination incorporating the above and such other terms and may be prescribed by Adm Officer, Sainik School Punglwa. Income tax deductions will be made as per Govt. rules from the contractor's bills.

33. **Manner of uploading Bids:** Bids are required to be uploaded in GeM Portal as under Two Bid System consisting of **Technical Bid and Commercial Bid**:-

(a) **Technical Bid**. Technical Bid consisting of the following are required:-

(i) Details of Firm/Vendor Details (as per **Appendix-A**).

(ii) Declaration regarding black listing/ debarring from taking part in bid (as per **Appendix -B**).

(iii) Experience in any residential school. **As per GeM conditions (If available)**

(iv) Details of Annual turnover: **As per GeM conditions (if available)**

(v) IT returns for the last 03 years. **(if available)**

(vi) A Copy of GST Number.

(vii) Scanned copy of FSSAI Certificate for the bidding / similar items. Firm Registration Certificate.

(viii) Cancelled Cheque.

(ix) Bank Details.

(x) Performance Certification to be obtained at least for previous supplied firms of the similar (as per **Appendix -C**). **(If available)**

(xi) Acceptance of certificate of terms & conditions (as per **Appendix-D**).

(x) **Certificate/letter issued by the School at the time of mandatory pre Bid Meeting.**

(xi) Submit your firm's location / address on the letter pad. It is intimated that the firm whose main branch office should be located a radius of 500 km distance from the Sainik School Punglwa.

(xi) Submit your firm's location / address on the letter pad. It is intimated that the firm whose main branch office should be located a radius of 500 km distance from the Sainik School Punglwa.

(xii) Acceptance of certificate of terms & conditions (as per **Appendix-D**).

**(xiii) Certificate/letter issued by the School at the time of mandatory pre Bid Meeting.**

(b) **Commercial Bid.** The Commercial Bid consisting of **Price Bid** documents (as per **GeM Modules, Rules and Regulations**) (as per **Appendix -E**).

34. **Fictitious Rates.** As mentioned in Para 70 of GoI, MoD letter No. PC/RAKSHA/63060/Q/ST-5/3633/D(QS) dated 26 Sep 2006, in case rates quoted are lower than 20% of Reasonable Rates, the same will be treated as fictitious and rejected by Panel of Officers. No relaxation will be given even if the rates are 20.01% below reasonable rates. (Annexure-A)

35. The Principal, Sainik School, Punglwa reserves to himself the right to any amendment, cancellation and changes to the tender notice in whole or in part without assigning any reasons.

36. Negotiations in case required and recommended by BOO will be carried out in electronic mode as per GeM only.

Station : \_\_\_\_\_

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

Signature of Tenderer(s) \_\_\_\_\_  
(Name & Address in full and Capacity)  
(i.e. Proprietor/Partner/Authorised  
Attorney etc)  
Telephone No.

**(RUBBERSTAMP)**

## **PARTII-ESSENTIALDETAILS**

(Only relevant portion of the standard conditions have been reproduced below. For the complete conditions, you may log on to Ministry of Defence website)

1. Schedule of requirements and technical details of Non Veg Items.

SI No.	Item	Approx Qty	Unit	Rate in (Rs) per kg/nos
1.	Chicken_Dressed_Broiler	10000	Kg	
2.	Mutton_Dressed_Goat	300	Kg	
3.	Fish_Pankaj	2500	Kg	

**Note:-**All the concerned are requested to make a mandatory note that rate in respect of **all the items (as per RFP) should be quoted compulsorily. Please note that the candidature** of the firm will not be considered in the following case while preparing the CST:-

- (i) Who so ever firm is quoting for few items only, instead of quoting all the Non Veg Items.
- (ii) Even not quoting of a single Non Veg ration item, out of 06 items also place the concerned firm under rejection category only. In this regard, no further correspondence will be made / entertained against that firm.

2. **Delivery Period.** Delivery period for supply of items would be as per the supply order issued from time to time w.e.f the dates stipulated in Supply Order (**Twice in a week**) from the effective date of contract and the penalty will be levied at 0.5% of the order value for each day of delay or as per GeM.

3. **Stage Payment Terms.** The payment will be made on receipt of 100% delivery of the items as per supply order at site and inspection. All payments will be made to the contractor on fortnightly basis after deducting the income taxes per Govt rules. No advance payment will be made by the school. All the invoices / bills shall be supported by necessary documents and submitted in duplicate for the certification of authorized official of the unit/firm. The rates should be quoted inclusive of all taxes, transportation, packing charges etc. Nothing shall be paid over and above these unit rates.

4. **Consignee Details.** The Principal, Sainik School Punglwa, Peren, Nagaland.

5. **Delivery.** The items should be delivered at the Cadets' mess/place earmarked by the authorities of Sainik School Punglwa. All items physically to be handed over to the concerned staff of Sainik School Punglwa.



6. **Earnest Money Deposit and E-PBG**. Bidders are required to submit separate Earnest Money Deposit (EMD) and e-PBG As applicable in GeM rules and Regulations mentioned in the bid document in favour of the Principal Sainik School Punglwa, District - Peren, Nagaland Pin – 797106 as per GeM. The School Current A/c details are as under:-

(a)	Name of the Bank	:	State Bank of India
(b)	Name of the Branch	:	Medziphema
(c)	Branch Code	:	06759
(d)	Account No.(Current)	:	11667723555
(e)	IFSC Code	:	SBIN0006759

Station : \_\_\_\_\_

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

Signature of Tenderer(s) \_\_\_\_\_  
(Name & Address in full and Capacity)  
(i.e. Proprietor/Partner/Authorised  
Attorney etc)  
Telephone No.

**(RUBBERSTAMP)**

### **PART III – STANDARD CONDITIONS OF RFP**

(Only relevant portion of the standard conditions have been reproduced below. For the complete conditions, you may logon to Ministry of Defence website)

1. **Law:** The Contract shall be considered and made in accordance with the laws of the Republic of India. The contract shall be governed by and interpreted in accordance with the laws of the Republic of India.
2. **Effective Date of the Contract:** The contract shall come into effect as per GeM conditions.
3. **Arbitration:** All disputes or differences arising out of or in connection with the Contract shall be settled by bilateral discussions. Any dispute, disagreement or question arising out of or relating to the Contract or relating to construction or performance, which cannot be settled amicably, may be resolved through arbitration. The standard clause of arbitration is as per Forms DPM-7, DPM-8 and DPM-9.
4. **Penalty for use of Undue influence:** The Firm/Agency under takes that is has not given, offered or promised to give, directly or indirectly, any gift, consideration, reward, commission, fees, brokerage or inducement to any person in service of the User or otherwise in obtaining the Contracts or for bearing to door for having done or for borne to do any act in relation to the obtaining or executing of the present Contract or any other Contract with the Government of India for showing or for bearing to show favour or disfavor to any person in relation to the present Contract or any other Contract with the Government of India. Any breach of the aforesaid undertaking by the firm/agency or any one employed by it or acting on its behalf (whether with or without the knowledge of the said firm/agency) or the commission of any offers by the bidder or anyone employed by him or acting on his behalf, as defined in Chapter IX of the Indian Penal Code, 1860 or the Prevention of Corruption Act, 1986 or any other Act enacted for the prevention of corruption shall entitle the User to cancel the contract and all or any other contracts with the bidder/bidders and recover from the bidder the amount of any loss arising from such cancellation. A decision of the User or his nominee to the effect that breach of the undertaking had been committed shall be final and binding on the bidder(s). Giving or offering of any gift, bribe or inducement or any attempt at any such act on behalf of the bidder towards any officer/employee of the User or to any other person in a position to influence any officer/employee of the User for showing any favour in relation to this or any other contract, shall render the bidder to such liability/ penalty as the User may deem proper, including but not limited to termination of the contract, imposition of penal damages, forfeiture of the Bank Guarantee and refund of the amounts paid by the User.
5. **Agents/Agency Commission.** The bidder confirms and declares to the User that the bidder is the original provider of the services referred to in this Contract and has not engaged any individual or firm, whether Indian or foreign whatsoever, to intercede, facilitate or in any way to recommend to the Government of India or any of its functionaries, whether officially or unofficially, to the award of the contract to the bidder; nor has any amount been paid, promised or intended to be paid to any such individual or firm in respect of any such intercession, facilitation or recommendation. The bidder agrees that if it is established at any time to the

satisfaction of the User that the present declaration is in anyway incorrect or if at a later stage it is discovered by the User that the bidder has engaged any such individual/firm, and paid or intended to pay any amount, gift, reward, fees, commission or consideration to such person, party, firm or institution, whether before or after the signing of this contract, the bidder will be liable to refund that amount to the User. The bidder will also be debarred from entering into any Services Contract with the Government of India for a minimum period of five years. The User will also have a right to consider cancellation of the Contract either wholly or in part, without any entitlement or compensation to the bidder who shall in such an event be liable to refund all payments made by the User in terms of the Contract along with interest at the rate of 2% per annum above LIBOR rate. The User will also have the right to recover any such amount from any contracts concluded earlier with GOI.

6. **Access to Books of Accounts.** In case it is found to the satisfaction of the User that the Bidder has engaged an Agent or Paid commission or influenced any person to obtain the contract as described in clauses relating to Agents/Agency Commission and penalty for use of undue influence, the Bidder, on a specific request of the User, shall provide necessary information/inspection of the relevant financial documents/information.

7. **Non-disclosure of Contract documents.** Except with the written consent of the User/Bidder, other party shall not disclose the contractor any provision, specification, or information thereof to any third party.

8. **Liquidated Damages.** In the event of the contractor's failure to submit the Bonds, Guarantees and Documents, supply the stores/goods and conduct trials, installation of equipment, training etc as specified in this Supply/Work Order, Buyer may, at this discretion, withhold any payment until the completion of the Supply / Work Order. The Buyer may also deduct from the Seller as agreed, Liquidated Damages to the sum of 0.5% of the Supply Order price of the delayed/undelivered stores/services mentioned above for every week of delay or part of a week, subject to the maximum value of the Liquidated Damages being not higher than 10% of the value of delayed stores or as per prevailing GeM rules.

9. **Liability for Damage.** As per GeM bid conditions.

10. **Quality Management.** As per FSSAI/AGMARK and bid conditions.

11. **Termination of Contract.** As per GeM bid conditions.

12. **Notices.** Any notice required or permitted by the contract shall be written in the English language and maybe delivered personally or maybe sent by FAX or registered pre -paid mail.

13. **Transfer and Sub-letting.** The Bidder has no right to give, bargain, sell, assign or sublet or otherwise dispose of the Contractor any part thereof, as well as to give or to let a third party take benefit or advantage of the present Contractor any part thereof.

14. **Amendments.** No provision of present Contract shall be changed or modified in any way (including this provision) either in whole or in part except by an instrument in writing made after the date of this Contract and signed on behalf of both the parties and which expressly states to amend the present Contract.

**15. Taxes and Duties.** As per GeM Portal.

Station : \_\_\_\_\_

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

Signature of Tenderer(s) \_\_\_\_\_  
(Name & Address in full and Capacity)  
(i.e. Proprietor/Partner/Authorised  
Attorney etc)  
Telephone No.

**(RUBBERSTAMP)**

## **PART IV – SPECIAL CONDITIONS**

(Only relevant portion of the standard conditions have been reproduced below. For the complete conditions, you may logon to Ministry of Defence website)

The Bidder is required to give confirmation of their acceptance of Special Conditions of the RFP mentioned below which will automatically be considered as part of the Contract concluded with the successful Bidder (i.e. Seller in the Contract) as selected by the Buyer.

Failure to do so may result in rejection of Bid submitted by the Bidder.

1. **Performance Bank Guarantee.** The bidder will be required to furnish a Performance Guarantee in favour of Bank Guarantee through a public sector bank (SBI or PNB or Canara Bank) or a private sector bank authorized to conduct government business (ICICI Bank Ltd., Axis Bank Ltd or HDFC Bank Ltd.) for a sum equal to 5% of the contract value within 30 days of receipt of the confirmed order. Performance Bank Guarantee should be valid up to 60 days beyond the date of contract. The specimen of PBG is given in Form DPM-15 (available in MoD website and can be provided on request).

2. **Advance Payments.** No advance payment(s) will be made.

3. **Remittance of Payment.** It will be mandatory for the Bidders to indicate their bank account numbers and other relevant e-payment details so that payment could be made through ECS/EFT mechanism instead of payment of through cheques, wherever feasible. On delivery of the items after inspection by the Duty Master of the day of Sainik School Punglwa or any other person(s) nominated by the School Authorities only that particular item will be accepted. In this regard, any deviation with regard to quality or quantity as per Supply Order, the item will be returned immediately and all expenses will be borne by the supplier. Payment will be remitted within fifteen days time on receipt of the item.

4. **Fall clause.** The following fall clause will form part of the contract placed on successful bidder.

(a) The price charged for the service provided under the contract by the contractor shall in no event exceed the lowest prices the Bidder bids the services or offer to provide services of identical description to any persons/organization including the User or any department of the central government or any department of state government or any statutory undertaking the central or state government as the case maybe during the period till performance of all contracts placed during the currency of the rate contract is completed.

(b) If at any time, during the said period the Bidder reduces the rates of services provide such services to any person/organization including the user or any dept,of central govt. or any department of the State Govt or any statutory under taking of the central or state government as the case maybe at a rate lower than the chargeable under the contract, the firm shall forth with notify such reduction to the User the existing or previous rate contracts as also under any previous services entered into with the central or state govt. depts, including their undertaking excluding joint sector companies and/or private parties and bodies.

(c) **Risk & Expense.** The customer will have the right to make good any short fall in the

services of the contractor at his risk and cost by hiring and purchasing clearing material from outside agency, in addition to deduction of penalty mentioned above from the monthly bill of the firm from the PBG submitted by the firm.

(d) The customer shall be entitled to deduct from the pending bills of the contractor all such sums of money as may be claimed by the govt. in terms of herein mentioned ad clauses of the agreement. Any sum of money not covered by the amount of said bill shall be liable to be deducted for the PBG of the contract.

5. Submission of Invoice / Bill:- The supplier / Contractor has to submit the Invoice / Bill on transaction basis. Without Invoice / Bill the supply of items will not be accepted. Submission of Invoice / Bill rules will be applicable as per GeM as per supply batch. The bill would be generated for accepted quantity of goods after discarding goods which are not found fit for consumption i.e. Expired items, Expiry date falling before likely date of consumption i.e. minimum 30 days of self life to be balance at the time of delivery.

Station : \_\_\_\_\_

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

Signature of Tenderer(s) \_\_\_\_\_  
(Name & Address in full and Capacity)  
(i.e. Proprietor/Partner/Authorised  
Attorney etc)  
Telephone No.

**(RUBBERSTAMP)**

**PARTV-EVALUATIONCRITERIA&PRICEBIDISSUES**

Evaluation Criteria. Evaluation will be based on Sum of total cumulative (Qty X Rate) estimated value of all the items as per Schedule of Requirement taken together.

Station : \_\_\_\_\_

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

Signature of Tenderer(s) \_\_\_\_\_

(Name & Address in full and Capacity)

(i.e. Proprietor/Partner/Authorised  
Attorney etc)

Telephone No.

**(RUBBERSTAMP)**

(Sudhir Kumar)

Lt Col

Adm Officer

For Principal

**DETAILS OF VENDOR****APPENDIX – A**

(Refer para 33(a)(i) of Part – I of RFP)

1	Name of Firm/Contractor		
2	Office Address (Attach photo of firm/individual)		
3	Office Telephone Number/ Mobile		
4	Fax Number		
5	e-mail		
6	GST No (Attach documents)		
7	Nature of Company	Please Tick(√) where applicable)	
		(a) Proprietary	<input type="checkbox"/>
		(b) Pvt Ltd	<input type="checkbox"/>
		(c) PSU	<input type="checkbox"/>
		(d) Ex-Servicement Unit	<input type="checkbox"/>
		(e) Partnership	<input type="checkbox"/>
		(f) Others	<input type="checkbox"/>
8.	Give Name, residential address with telephone of proprietor for Proprietary OR Give Name, designation, residential address of Chief Executive or Managing Director for Pvt Ltd OR Give Name, address, Telephone No. With Partnership Deed (if partnership firm)		



9	Nature of Business	Please Tick(√) where applicable (a) Trader <input type="checkbox"/> (b) Dealer <input type="checkbox"/> (c) Supplier <input type="checkbox"/> (d) Processor <input type="checkbox"/> (e) Sole selling or Authorized Agent <input type="checkbox"/>
10.	Details of Registration (Attach proof of valid registration) (a) NSIC/SSI (b) MSME (c) Sainik School_____ & (d) Other Defence Departments (e) Other Govt Departments	Please Tick(√) Yes /No & Give details if YES Yes <input type="checkbox"/> / No <input type="checkbox"/> Yes <input type="checkbox"/> / No <input type="checkbox"/> Yes <input type="checkbox"/> / No <input type="checkbox"/> Yes <input type="checkbox"/> / No <input type="checkbox"/> Yes <input type="checkbox"/> / No <input type="checkbox"/>
11.	If Yes, give the following details (a) Department registered with (b) Date of registration and validity (c) Category of Services for which registered (d) User Satisfaction performance Certificate (if any)	
12.	Have you Got ISO/ISI/FSSAI/AGMARK Certification, If yes give details (attach copy of certification)	
13.	Documents required to be submitted	As mentioned vide Appendix C to this RFP.

Station : \_\_\_\_\_

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

Signature of Tenderer(s) \_\_\_\_\_  
 (Name & Address in full and Capacity)  
 (i.e. Proprietor/Partner/Authorised  
 Attorney etc)  
 Telephone No.

**(RUBBERSTAMP)**

**APPENDIX-‘B’**

(Refer para 33(a)(ii) of Part – I of RFP)

**DECLARATION REGARDING BLACKLISTING/DEBARRING FROM  
TAKING PART IN BID**

1. I/We, \_\_\_\_\_ Proprietor/Partner(s)/  
Director(s) of M/s \_\_\_\_\_  
(Name of Company/Firm/Agency) do, hereby, declare that the firm/ company/ have not been  
Agency namely M/s \_\_\_\_\_ blacklisted or  
debarred by any Government Organisation/ PSU from taking part in Bids. I / we are fully  
aware that the Bid/contract will be rejected /cancelled by Sainik School Punglwa at any time  
during the execution of contract, if the above information is found false and EMD/Security  
Deposit shall be forfeited.

2. In addition to the above, Sainik School Punglwa, will not be responsible to pay the  
bills for any partially completed work

Signature:

\_\_\_\_\_

**Seal of the company**

Name: \_\_\_\_\_

Capacity in which signed: \_\_\_\_\_

Name & address of the firm: \_\_\_\_\_

**APPENDIX-‘C’**

(Refer para 33(a)(x) of Part-I of RFP)

**GENERAL FORMAT FOR PERFORMANCE CERTIFICATION TO BE OBTAINED  
FROM CLIENTS**(TO BE UPLOADED IN GeM FROM TWO CLIENTS SERVED IN THE LAST THREE YEARS  
AT LEAST ONE FROM THE EXISTING / ACTIVE CLIENT)

1. Name of the client Organization : \_\_\_\_\_
2. Address : \_\_\_\_\_
3. Name and Designation of the Official  
Furnishing this certification : \_\_\_\_\_  
Contact Number and Mail ID of the  
Official Furnishing this certification : \_\_\_\_\_
4. Period of the Contract : \_\_\_\_\_
5. Please tick numerical five marks being the maximum score:

SL No	Requirement	1	2	3	4	5	Remarks/ Justification
1.	Whether the contractor managed to supply entire year as per contract.						
2.	During the period of contract whether the good quality items provided by the Contractor						
3.	During the period of Contract any price escalation happened. If so, as per contract, the contractor supplied without reduction of Item on projected vide Supply Order						
4.	Whether contractor supplied items as per the supply order.						

1: Poor,

2: Average

3: Good

4: Satisfactory

5: Excellent

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Designation \_\_\_\_\_

Seal of the organisation

**Appendix–‘D’**

(Refer Para 33(a)(xi) of Part-I of RFP)

**ACCEPTANCE OF TERMS AND CONDITIONS**  
**(TO BE SUBMITTED ON LETTER PAD OF THE BIDDER)**

“WE ACCEPT THE TERMS AND CONDITIONS MENTIONED IN THE TENDER  
ENQUIRY No. SSPN/QM/311/TDR/2025-26 dated Mar 25.

Station : \_\_\_\_\_

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

Signature of Tenderer(s) \_\_\_\_\_  
(Name & Address in full and Capacity)  
(i.e. Proprietor/Partner/Authorised  
Attorney etc)  
Telephone No.

**(RUBBER STAMP)**

**PRICE BID FORMAT****SUPPLY OF NON VEG ITEMSS**

1. I hereby quote for supply of the above stated items for the period as per GeM Portal
2. I/We also agree to the fact that my/our Security Deposit shall be returned to me/us without any interest only after the end of the contract agreement period subject to faithfully performing the agreement by me/us and subject to submission of No Demand Certificate (NDC) or PBG Certificate in original after completion of contract.
3. **(a) Non Veg Items Schedule of Requirements–** Qty/Rate/Service required is as follows:-

Sl No.	Item	Approx Qty	Unit	Rate in (Rs) per kg/nos
1.	Chicken_Dressed_Broiler	10000	Kg	
2.	Mutton_Dressed_Goat	300	Kg	
3.	Fish_Pankaj	2500	Kg	

**NOTE:- THE ABOVE ESTIMATED QUANTITY IS APPROXIMATE, BASED ON THE LAST ONE YEAR DATA. THIS MAY INCREASE OR DECREASE BASED ON THE STRENGTH OF THE SCHOOL. THE PAYMENT WILL BE BASED ON ACTUAL DEMAND NOT ON THE ESTIMATED ONE.**

**QUALITY OF NON VEG ITEMS.****1. Meat– Non Veg (Mutton Goat)**

(a) The meat shall be the product of healthy, well nourished stock which has been passed as fit for slaughter by any Veterinary Officer/ Veterinary Field Assistant/contract operating Officer. All animals tendered will conform to specification for livestock. If the dressed carcass of animals containing thirty three and half percent bones such carcass shall be rejected. The udder will be removed from the carcass before issue.

(b) The meat shall be inspected and passed by Officer Operating the contract or his representative before issue to the School. The animals shall be slaughtered and dressed in remises maintained in hygienic conditions. All dressed meat shall be subject to inspection at any time by the local medical contract/Veterinary Officer/Medical Officer. Any carcass or part of it considered by any of them as unfit for consumption even though the animals have been passed fit for slaughter shall be removed immediately by contractor(s) from the butchery at their own expense.

- (c) In all respects the officer operating the contract shall be the final authority for acceptance or rejection of meat supplied by contractor.
- (d) Each carcass shall be cut through the middle of the knee and hoof joints and head removed.
- (e) The spleen shall not be removed when the carcass until it has been inspected.
- (f) Animals falling under any of the under mentioned categories shall not be slaughtered or purchased for slaughter:-
  - (i) 8 months and above Three years
  - (ii) Castrated or interred below 1 yr.

**2. Poultry Dressed (Chicken Broiler) Quality.**

- (a) Poultry live shall be healthy and well nourished
- (b) The live Birds shall be of the following age and weight:-

SI No	ITEM	AGE IN WEEKS	LIVE WEIGHT IN Kgs	
(i)	Chicken Broiler	6-10	1.5	2.5

- (c) The Supplier should ensure that the dressed Chicken is without neck and head and leg portion below the knee. The dressed chicken should be free of all internal organs.
- (d) Supplier should ensure that the dressed chicken is clean and free of dirt, blood etc and properly sealed in ice containers.
- (e) Meat would be transported/supplied to the School in proper refrigerated container/packed with ice under hygienic conditions.
- (f) Under any circumstances the Dressed chicken will not be delivered in open drums or containers where it is soaked in water.

**3. FISH NON-VEG.**

- (a) The fish shall be Non-Veg, sound, wholesome and in all respect fit for human consumption.
- (b) The fish shall be tendered whole i.e., with tail, fin and head intact and weight shall be more than 1 ½ Kg.

4. Inspection. The inspection of all items supplied will be carried out by a BOO and only their items which are approved by the BOO will be accepted. The rejected items will be brought from the market at the cost of the vendor/contractor.

## **CHECKLIST**

(please note that wherever applicable / required the bidder may prepare the following on the letter pad, duly signed and stamped and the same is to be uploaded in the technical details of GeM Portal. No manual transaction is acceptable and which will be summarily be rejected. All the required following documents are to be submitted without fail)

1. One PDF file consisting of following other than commercial / price bid details repeat **PRICE BID DETAILS NOT TO BE ATTACHED ALONG WITH THE TECHNICAL DETAILS:-**

- (i) Details of Firm/Vendor Details (as per **Appendix-A**).
- (ii) Declaration regarding black listing/ debarring from taking part in bid (as per **Appendix -B**).
- (iii) Experience in any residential school. **As per GeM conditions (If available)**
- (iv) Details of Annual turnover: **As per GeM conditions (if available)**
- (v) IT returns for the last 03 years. **(if available)**
- (vi) A Copy of GST Number.
- (vii) Scanned copy of FSSAI Certificate for the bidding / similar items. Firm Registration Certificate.
- (viii) Cancelled Cheque.
- (ix) Bank Details.
- (x) Performance Certification to be obtained at least for previous supplied firms of the similar (as per **Appendix -C**). **(If available)**
- (xi) Acceptance of certificate of terms & conditions (as per **Appendix-D**).
- (xii) **Certificate/letter issued by the School at the time of mandatory pre Bid Meeting.**
- (xiii) Submit your firm's location / address on the letter pad. It is intimated that the firm whose main branch office should be located a radius of 500 km distance from the Sainik School Punglwa.



**Document to be submitted along with Commercial BID**

1. The bidders are requested to upload the Price Bid Details as per format furnished at Appendix – 'E' to this RFP. No over writings / cuttings in the Price Bid will be accepted. Any violation will render the bid invalid.

**Note:**

- (i) The approx. quantity reckoned for ten months. The firm while quoting the rate may include all necessary taxes, transport, Labour Charges, Loading / Unload Charges and delivery at Cadet Mess, Sainik School, Punglwa.
- (ii) Please note that the date of supply may be as per the supply order. (Three times in a week) No delay will be accepted. If so liquidate damages as per GeM Rules will be applicable.
- (iii) Income tax deductions & payment may be made as per the Government Rules issued from time to time.

**Station** : \_\_\_\_\_

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

**Signature of Tenderer(s)** \_\_\_\_\_  
(Name & Address in full and Capacity)  
(i.e. Proprietor/Partner/Authorised  
Attorney etc.)  
Telephone No.

**(RUBBERSTAMP)**