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Army Public School Barrackpore
North Gat
Barrackpore Cantonment
24 Parganas (North)
Kolkata: 700120

Tender No - APS/Chalk board/2024

13 Nov 2024

CALL FOR QUOTATION

Sir/ Madam

1. Sealed quotations are invited from reputed and reliable companies, vendors, or firms for the procurement and installation of a Magnetic Green Board, as detailed in Paragraph 2 below, for Army Public School, Barrackpore, North 24 Parganas, under the terms and conditions specified in Paragraph 3.

2. Details specification: -

Ser No	Description	Amount
(a)	Magnetic Green Board (Chalk Board) Size: 6ft x 4ft 5 yrs warranty	

3. Terms & Conditions: -

(a) Submission of Tenders: Bidders are required to submit their tenders by placing them in the designated TENDER BOX located in the School's Office during working hours. To maintain confidentiality, it is essential that the tender is securely sealed in an envelope, which should be clearly marked with the Tender Number and date to facilitate accurate identification and processing. Please note that tenders submitted via email or in an open format will not be accepted.

(b) Quotation Details: The quoted price must be inclusive of all costs, including but not limited to the procurement of materials, labor charges, transportation and delivery to the school premises, installation charges, applicable taxes, and any other costs associated with the completion of the project. Quotations that do not account for all these costs will not be considered for evaluation.

(c) Site Visit: Interested bidders are encouraged to visit the school premises on any working day between 0800 hrs and 1400 hrs to seek any necessary clarifications regarding the installation site or other requirements. This opportunity allows bidders to assess actual conditions and provide accurate and suitable quotations.

(d) Submission Deadline: The last date for submitting sealed tenders is 19 Nov 2024, at 1000 hrs. Any tenders submitted after this deadline will not be considered, so bidders are advised to submit their tenders in advance to avoid last-minute delays.

(e) Opening of Tenders: Tenders will be opened on 19 Nov 2024, at 1100 hrs at Army Public School, Barrackpore, in the presence of the school administration. Representatives of the bidders are welcome to attend to ensure transparency in the process, and bidders will be informed of the next steps following the opening.

- (f) **Authority's Right:** The school reserves the right to cancel or reject any or all tenders without assigning any reason. This decision is final and binding, and no correspondence regarding the rejection of tenders will be entertained.
- (g) **Lowest Tender Not Guaranteed:** The school is not obligated to accept the lowest tender, as the decision will consider multiple factors, including price, quality of materials, the vendor's past performance, and compliance with specifications.
- (h) **No Advance Payments:** No advance payment will be made to the selected vendor before the commencement of the project. Bidders should not anticipate any loans, advances, or recommendations from the school for financial support from banks or other institutions, as payments will only be made based on the successful completion of the work.
- (i) **Payment Terms:** Payments will be made by cheque or online transfer upon the successful delivery and full installation of the Magnetic Green Board to the satisfaction of the school's designated authority. Please note that any delays or issues in completion will affect the payment timeline.
- (j) **Timeline for Completion:** The work, which includes the procurement, delivery, and installation of the Magnetic Green Board, must be completed within 15 days from the issuance of the work order. Failure to meet this deadline will result in penalties, including the potential cancellation of the contract.
- (k) **Penalty Clause:** If the vendor fails to deliver or complete the installation within the specified time, penalties may apply. This includes deductions from the final payment or possible cancellation of the contract without compensation.
- (l) **Workmanship and Quality:** The vendor must ensure that the quality of the materials, including the Magnetic Green Board components, meets the school's requirements as outlined in the provided specifications. The vendor will be held accountable for any defects or shortcomings in the delivered items.




Presiding Officer