



केन्द्रीय विद्यालय संगठन  
*Kendriya Vidyalaya Sangathan*  
18, संस्थागत क्षेत्र, शहीद जीतसिंह मार्ग  
18, Institutional Area, Shaheed Jeet Singh Marg  
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नई दिल्ली / New Dehi-110 016  
ministry of HRD  
वेबसाइट / website: www.kvsangathan.nic.in

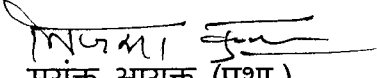
**F.11089-12/2017-KVS(S&S)**

**Dated: 13.06.2017**

कट फलावर ,प्लांट्स, इंडोर प्लांट्स, आउट डोर प्लांट्स एंड फलावर  
बूकएट्स आदि हेतु निविदाओ का आमंत्रण-2017-18

केन्द्रीय विद्यालय संगठन (मुख्यालय) मे कट फलावर ,प्लांट्स, इंडोर प्लांट्स, आउट डोर प्लांट्स एंड फलावर बूकएट्स आदि हेतु इच्छुक एवं योग्य फ़र्मों से मुहरबंद निविदाए आमंत्रित की जाती है । निविदा फार्म विस्तृत जानकारी के साथ के.वि.स. की मुख्यालय की वेबसाइट [www.kvsangathan.nic.in](http://www.kvsangathan.nic.in) पर उपलब्ध है जिसे डाऊनलोड कर वांछित निविदा फीस रुपये 200/- के डीo डीo/बैंकेर्स चेक के साथ जमा किया जा सकता है ।

मुहरबंद निविदाए केन्द्रीय विद्यालय संगठन (मुख्यालय ) में सेवा एवं आपूर्ति अनुभाग कमरा संख्या 213 में दिनांक 03.07.2017 दोपहर 2.30 बजे तक जमा किया जा सकते है। प्राप्त निविदाएँ दिनांक 03.07.2017 को दोपहर 3.00 बजे द्रोणाचार्य कक्ष में खोली जाएंगी।

  
संयुक्त आयुक्त (प्रशा.)

KENDRIYA VIDYALAYA SANGATHAN  
18, Institutional Area  
Shaheed Jeet Singh Marg,  
New Delhi-110018

**TENDER DOCUMENT FOR SUPPLY OF CUT FLOWERS, PLANTS,  
INDOOR PLANTS, OUT DOOR PLANTS AND FLOWER BOUQUETS ETC.  
FOR THE YEAR 2017-18**


Kendriya Vidyalaya Sangathan is an Autonomous Organization under the Ministry of Human Resource Development Govt. of India funded by the Govt.

The Sangathan intends to enter into Annual Rate contract for supply of cut flowers, Plants, indoor plants, out door plants and flower bouquets etc. for the year 2017-18 as per specifications given in the Annexure 'A' for a period of one year.

A notice inviting sealed quotations is being notified in KVS website. Interested firms may submit quotations duly completed upto 2.30 pm **03.07.2017**. The sealed quotation may be collected from S&S Section, KVS(HQ) Romm No.213. The cost of tender form is Rs.200/- non refundable. It can be deposited in form of DD/pay order in favour of Kendriya Vidyalaya Sangathan New Delhi. Tender will be opened at 3.00 pm at KVS(HQ) on **03.07.2017** in the presence of bidders. An earnest money of Rs.10,000/- is to be deposited alongwith tender document towards EMD. Tender without EMD will summarily be rejected. The terms & Conditions of the contract will be as follows:-

1. The successful firm will be required to start working immediately upon award of the contract for a period of one year from the date of award of the contract.
2. The contractor will be responsible to provide fresh flowers for rooms of Officers and indoor plants in this office on requirement basis before 9.00 AM.
3. The flowers should be orchid, Bird of Paradise, Haliconia, Authurium, Zinger, Lily Carnation, Astomria, Zevberra, Spider, Mukura, Estoma, Tiger Orchid, Irish Rose and similar other good quality flowers.
4. The bidder should have previous experience of providing satisfactory services in the field of supply and Maintenance plants/cut plants/bouquets etc. at least two Govt. Deptt/PSUs.
5. Average daily requirement of floral arrangements/baskets is around **15**.
6. The bills would be submitted month-wise on the prescribed format alongwith the work completion report/user certificate duly signed by the users.
7. Erasing & overwriting in the quotation will render the same invalid.
8. The delivery of cut-flowers shall have to be made at the prescribed locations/office of the KVS by 8.30 AM sharp every day or on the day of requirement.
9. The firm should quoted Pan No./Tin No./Service Tax No./Vat registration Certificate etc. (copy of document enclosed).
10. In the tender offer, the name/kind/size of indoor decorative foliage plant and cut flowers would be clearly indicated alongwith the rates.
11. TDS will be deducted at source as per rule.

12. The potted decorative indoor plants would be watered/maintained regularly by the supplier on daily basis so as to ensure beautiful and fresh look. Any violation of this condition would be treated as breach of contract.
13. The indoor plant should be replaced immediately as soon as they outlive their life.
14. The firms whose quotation is accepted, herein after called the contractor, and their EMD will be retained as security deposit and the same will be refunded after expiry of contract.
15. The validity of the contract would be for a period of one year. However, the competent authority of KVS may consider extension of the contract subject to satisfactory completion of the services by the firm. The KVS can terminate the contract at any time without assigning any reason, if the work of the firm is found unsatisfactory
16. All the tenderers are requested to read/understand and agree to the terms and conditions of the contract as detailed out in the foregoing paragraphs before sending their quotations, as no change or violation of the aforesaid terms & conditions are permissible once the quotation is accepted by the KVS.

  
S. Vijaya Kumar)  
Joint Commissioner(Admn.)

## PROFORMA FOR FURNISHING RATES

Name of the firm: \_\_\_\_\_

Registered/Postal Address: \_\_\_\_\_

Mobile/Tel.No. \_\_\_\_\_

E-Mail \_\_\_\_\_

PAN No. \_\_\_\_\_

VAT/TIN No.(if applicable): \_\_\_\_\_

Bank Details-Bank Name, ISSC code \_\_\_\_\_

S.No.	Particulars	Rate
1.	Floral arrangement/basket (big size of 30 flowers)	
2.	Floral arrangement/basket (medium size of 20 flowers)	
3.	Floral arrangement/basket (small size of 10 flowers)	
4.	Indoor plants (big) with pots per plant per month	
5.	Indoor plants (small) with pots per plant per month	
6.	Outdoor plants per plant per month (small & big)	
7.	Flower Bouquet (big size)	
8.	Flower Bouquet (small size)	
9.	Wreath (per wreath)	

Particulars of EMD:

- i. DD No/Date
- ii. Amount
- iii. Bank (drawn on)

**Declaration**

- i. We are not involved in any major litigation that may have an impact of affecting or compromising the delivery of the services as required under this tender.
- ii. We are not black-listed by any Central/State Govt./Public Sector Undertaking in India.

(Sign of Authorized signatory)

Name of the bidder:

Complete Address: