

5.

KENDRIYA VIDYALAYA TAMULPUR

FORM FOR THE REGISTRATION OF THE FIRMS FOR THE PERIOD OF ONE YEAR i.e. 2021-22

Sub :- Registration firms/Agencies for Supply/service

1. Name & Address of the firms :
2. Telephone Number :
3. Email Id and Mobile no
4. Name of the owner of the firm with address :
5. GST , TIN , TAN number of firm : GST NO
- :TIN NO.
- :TAN NO.
6. PAN number of the owner :
7. Copies of return of GST/TIN/TAN of last 03 years should be attached with format :
8. Details of experience & Place of work during the last 03 years

Institution where Rendered service/supplied articles	Period	Name of the service/Supplies	If contract cancelled before expiry , mention region

NOTE: Without TIN/PAN and number, no firm will be registered. The Vidyalaya reserves the right to cancel the name of the supplier/firm/service provider from its approved lists at its absolute discretion without assigning any reason.

DECLARATION

I Mr./Ms. _____ Proprietor of M/S _____ do hereby undertake that the above furnished information is correct to the best of my knowledge and belief. In case of any information / supporting document furnished by me found to be incorrect / false, the offer of my contract will be cancelled automatically and action may be taken as per KVS rule. I assure you to provide the best service to the Vidyalaya.

SEAL OF COMPANY

Signature with Date,
Name and Designation of the
Authorized Representative of the
Firm

Tender Notice

KENDRIYA VIDYALAYA TAMULPUR **REGISTRATION OF FIRMS AS APPROVED SUPPLIERS/VENDORS**

TERMS AND CONDITIONS:

1. Application submitted by the firm(s) in the prescribed "Application Form" for each group only will be accepted.
2. All pages of "Application Form" shall be signed by the authorised representative of the Firm.
3. K.V. Tamulpur reserves the right to reject any application.
4. Preference will be given to those firms who are on the approved list of Govt. Dept. And Public sector Undertakings or ISO Certificate holders or dealers authorised by manufacturers.
5. Intimation with regard to registration of the firm as "Approved Supplier" or otherwise will be communicated to each firm.
6. The registration as "Approved Supplier" will be kept valid for a period of 01 year. However, it will be reviewed, once in a year, eliminating firms which may have gone out of business Or whose performance has been found to be unsatisfactory.
7. Prescribed "Application Form" may be obtained from www.tamulpur.kvs.ac.in and Vidyalaya office as well.
8. In case of Accredited Agents and Authorised Dealers/Stockiest, satisfactory evidence from their Manufacturers shall be submitted along with the completed application form.
9. If K.V. Tamulpur registers any Firm as approved Supplier he has to supply the material at K.V. Tamulpur .He has to accept the K.V. Tamulpur payment terms i.e. Payment shall be made by **Crossed Cheque** within 20 days from the date of supply of the material in good condition.
10. Firms/Manufacturers/Authorised dealers are requested to submit their **e-mail address**, in order to start e-procurement.
11. Any change in address, phone number, Fax no. And Email Id shall be informed to K.V. Tamulpur immediately, so as to have proper communication with these Firms/Manufacturers.
12. The documents that are to be submitted at the time of registration
 - (i) Registration of firm
 - (ii) PAN number copy
 - (iii) Income tax returns 2019-20 & 2020-21


Principal/ प्राचार्य
Kendriya Vidyalaya Kendriya Vidyalaya
Tamulpur/ तामुलपुर
Daksa, Assam/ दाक्सा, असम

Tick the areas in which the firm wishes to provide the service

- Printing of Question papers
- Supply of printed envelopes
- AMC of Photocopies
- AMC of Water cooler
- Providing of manpower (Clerks, Typist, Peon) etc.
- Providing sanitation services
- Providing covered tempos
- Providing watermarked Paper (for printing books)
- Providing Taxi for local journey
- Providing Trucks / Tempos for transportation of material
- Providing Data entry operators services
- Welding service
- Providing new furniture
- Providing lock repair services
- Providing white washing services
- Electrical repair
- Manpower consultancy services
- Printing of Answer books
- Printing of CBSE Books
- AMC of Fax machine
- AMC of Computers
- Providing housekeeping services
- Providing security services
- Scrap / disposal of raddi
- Providing all type of stationery
- Providing Taxi outstation
- Providing Computer on rental basis
- Data punching services
- Carpenter services
- Providing steel almirahas
- Providing air cooler repair / watering services
- Civil repair
- Telephone repair services
- Providing software and hardware services
- Internet related services
- Mobile telephony services
- IVRS services / SMS services
- Printing, dispatch of admit cards
- Canteen / Mess / Refreshment services
- Printing of Diaries
- Printing of School Magazine
- Sports items
- Installation, repair, AMC of CCTV's
- Air conditioner - Supply, rental, repair, AMC etc
- Providing Rubber stamps, name plates, numbering machine
- Supply of plumbing sanitary items
- Supply of A-4 size paper, supply of Photocopy machine with operator