

Mobile : 9797688444



Army Public School  
New Military Station  
PO – Lakhn Kalan  
Kapurthala – 144 601

APS/01/ARF/Bench/Kpt

16 January 2024

**INVITATION OF BIDS FOR PROCUREMENT & INSTALLATION OF  
LEISURE/ GARDEN BENCHES AT APS KAPURTHALA**

Sir/Madam,

1. Army Public School Kapurthala hereinafter referred to as Buyer, is interested in procurement of items/equipment as listed in Appendix 'A' for APS Kapurthala. Please give your commercial offers as per Appendix 'B'. The following points may please be adhered to while filling up the forms.

(a) The cost indicated for each item should be the landed cost of item, inclusive of all taxes, levies, freight etc. ie. Sales Tax, Custom Duty (if applicable), excise duty, carriage etc.

(b) **Method of Evaluation L-1 Vendor.** The L-1 Vendor will be evaluated on overall cost for the complete project including delivery, transportation and installation (where applicable).

2. **Delivery and Implementation Schedule.**

(a) Delivery of items will be completed within 20 days after placing of supply order at Army Public School, Kapurthala.

(b) Items to be supplied by the firms should be of good quality which will be inspected by the board of officers/teachers before releasing payment.

3. **Last date and time for Deposition the Bids.** Bids to be submitted in a sealed envelope in favour of **Army Public School Kapurthala** on any working day from 0900 hrs to 1600 hrs but not later than **1500 hrs** on **31 Jan 2024**. Incomplete/incorrect tenders are liable to be rejected and the responsibility to ensure this lies with the Bidder. Bids sent by Fax or e-mail will not be considered.

4. **Time and Date for Opening of Bids.** Date of opening of bids is **01 February 2024 at 1300 hrs**. If due to any exigency, the due date for the opening of the Bids is declared a closed holiday, the Bid will be opened on the next working day at the same time or on any other day/time, as intimated by the Buyer.

5. **Payment Terms & Conditions.** Payment will be made through cheque on complete delivery of items/equipment at Army Public School, Kapurthala.

**Commercial Aspects**

6. A locked & sealed Tender Box for receipt of Tender will be placed at the office of Principal, Army Public School, Kapurthala.

7. Tender received by post/courier by due date will be placed in the box.

8. The bids should remain valid till **31 March 2024.**



**Warranty and Maintenance Backup Terms.**

9. **Free Warranty.** The vendor will undertake to provide at least one year comprehensive onsite warranty for the complete equipment. During warranty, the vendor will repair/replace without any cost any equipment/part/accessory, which becomes defective except items of a consumable nature. During the warranty period all warranty benefits received by the vendor from the OEMs, for any equipment pertaining to third parties will be passed on *in toto* to the Buyer. All repairs under this clause during warranty will be carried out as provided for by the respective OEMs only with maintenance parts provided by the respective OEMs.

10. The school administration has the right to cancel the RFP/procurement at any stage on the discretion of School Administration & Management Committee (SAMC) without paying any type of compensation to the vendor.

11. Quotations duly completed in all respects in sealed envelope clearly mentioning on TOP **"QUOTATION FOR LEISURE BENCH"** should be delivered through courier or post on the following address on any working day between 0900 hrs to 1600 hrs but not later than 31 Jan 2024 (1500 hrs) :-

Principal  
Army Public School  
New Military Station  
PO – Lakhan Kalan  
Kapurthala – 144 601

12. For any queries, the vendors may contact to school authorities on school mail [apskapurthala@awesindia.edu.in](mailto:apskapurthala@awesindia.edu.in), [apskapurthala@gmail.com](mailto:apskapurthala@gmail.com)

Yours faithfully,



  
Jaya Yadav  
Lt Col  
Presiding Officer

Enclosures : Appendices 'A' & 'B'.



Appendix 'A'

**DETAILS OF ITEMS/EQUIPMENT**  
(VENDOR MUST USE THIS FORM IN ORIGINAL)



Name of Vendor \_\_\_\_\_

Ser No	Items	Qty	Specifications	Remarks
1.	Leisure Bench/ Garden Bench	06	3 Seater Material : Mild Steel Back Support Size: 5 x 2 X 2.5 Feet Seating Height: 2.5 Feet Stand Structure: 42 mm OD MS Pipe Seating Frame: 2" x 0.5" MS rectangular pipe. Colour: Green & Black paint. Suitable for Outdoor Use	Material should be ISI Mark.






Appendix 'B'

**COMMERCIAL BID FORM**  
(VENDOR MUST USE THIS FORM IN ORIGINAL)

Name of Vendor \_\_\_\_\_

Ser No	Items Name	A/U	Qty	Rate Per Unit	Total Cost	Remarks
1.	Leisure Bench/ Garden Bench 3 Seater Material : Mild Steel Back Support Size: 5 x 2 X 2.5 Feet Seating Height: 2.5 Feet Stand Structure: 42 mm OD MS Pipe Seating Frame: 2" x 0.5" MS rectangular pipe. Colour: Green & Black paint. Suitable for Outdoor Use	Nos	06			
2.	Transportation and Installation (Earth work to remove debris and preparation of cemented footings for Leisure/Garden Benches x 6)	-				
	<b>GST</b>	-				
	<b>Total</b>	-				