



केन्द्रीय विद्यालय, कडुत्तुरुत्ती

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KENDRIYA VIDYALAYA, KADUTHURUTHY

हेच एन एल परिसर, न्यूस्प्रीन्ट नगर, वेल्लूर, कोट्टयम ६८६ ६१६
HNL PREMISES, NEWSPRINT NAGAR, VELLOOR, KOTTAYAM-686 616

Website: kvkaduthuruthy.org

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1-Dec-16

Registration for suppliers / Service Providers for 2017-18 Financial Year

Application are invited from prospective suppliers / authorized distributors / service providers willing to supply quality stores and to provide necessary services at Kendriya Vidyalaya Kaduthuruthy as registered vendors for local purchase / services / supplies / annual contract for the following ranges / areas. Interested parties may have to register with Kendriya Vidyalaya Kaduthuruthy by submitting a filled-in application form that is available at www.kv Kaduthuruthy.org and at the Vidyalaya office between during Vidyalaya office hours from 09.30 am to 2.00 pm. This form is available at free of cost. The last date to submit the filled in application form is 31/12/2016.

(Reji V R Nath)

Principal

प्राचार्य

Principal

केन्द्रीय विद्यालय कडुत्तुरुत्ती

KENDRIYA VIDYALAYA KADUTHURUTHY

कोट्टयम KOTTAYAM - 686 616

Tender Notice

KENDRIYA VIDYALAYA KADUTHURUTHY

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. Kaduthuruthy 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.kvkaduthuruthy.org 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 KV Kaduthuruthy registers any Firm as approved Supplier he has to supply the material at KV kaduthuruthy Stores and he has to accept the KV Kaduthuruthy payment terms i.e. Payment shall be made by 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, e-mail id., shall be informed to KV Kaduthuruthy 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 2014-15 & 2015-16



PRINCIPAL



TO BE FILLED BY AUTHORIZED PERSON / OWNER OF ORGANIZATION

1.	NAME OF THE ORGANIZATION/ COMPANY / SUPPLIER / VENDOR												
2.	ADDRESS FOR COMMUNICATION	Shop No.											
		Street Name											
		Village (Post)											
		City											
		PINCODE											
3.	CONTACT NUMBERS	Landline (O)											
		Mobile											
		E-mail											
4.	BRAND/ARTICLE IN WHICH BUSINESS IS DONE *if any other item/article you can supply, then a separate sheet may be used while submitting hardcopy of registration	S. No	Name of the Brand/Article/Item that you can supply	Name of the Manufacturer									
		1)											
		2)											
		3)											
		4)											
		5)											
5.	Registration Related Numbers	GST NUMBER											
		TIN / VAT NUMBER											
		PAN NUMBER											
6.	I DECLARE THAT, THE FOLLOWING DOCUMENTS ARE ENCLOSED WITH THE HARD COPY OF THIS APPLICATION THAT IS MEANT FOR REGISTRATION OF FIRM FOR 2012 - 13												
-	Copy of registration of firm / company / shop	YES	NO										
-	Copy of TIN (VAT) number copy	YES	NO										
-	PAN NUMBER copy	YES	NO										
-	LIST OF ARTICLES that we can supply to the vidyalaya	YES	NO										
-	Proof of 3 years performance of the company/shop	YES	NO										

DECLARATION

I / WE DECLARE THAT THE INFORMATION FURNISHED ABOVE IS TRUE TO THE BEST OF MY/OUR KNOWLEDGE I/WE UNDERTAKE TO INFORM KV KADUTHURUTHY AT THE EARLIEST ANY CHANGE IN THE DETAILS MENTIONED ABOVE.

I / WE HEREBY AGREE TO ABIDE BY THE CONDITIONS PRESCRIBED IN THE ENCLOSED STATEMENT.

THANKING YOU,

Yours faithfully,

SEAL OF COMPANY

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

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

*

- Printing of Question papers
- Printing of Answer books
- Printing of Diaries
- Printing of School Magazine
- Providing housekeeping services
- Providing security services
- Providing all type of exam/office stationery
- Providing 49, 27 & 14(tempo traveler) seater luxury coaches
- Providing new furniture (seasoned anjily wood)
- Providing new furniture (processed rubwood)
- Providing steel almirahas and steel rack for library
- Sports items
- Installation, repair, AMC of CCTV's