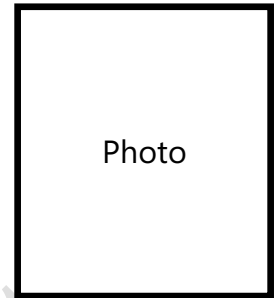


## **TENDER – I (FOR SUPPLY OF MATTRESSES (Beds) & PILLOWS)**

### **Details of Tenderer:**

Name of the Firm :.....  
Regn . No. :.....  
Name of the Proprietor :.....  
Address :.....  
(With Phone Nos)/Cell No. :.....  
Aadhar Card No. :.....Pan Card No:.....



**Signature of the Bidder**

### **TENDER NOTICE - I**

Sealed Tenders are invited from the reputed Manufacturer's/Authorized Dealer/Suppliers for supply of Mattresses (Beds) & Pillows as mentioned hereunder to Dr.YSR Sports School, Kadapa for use of Hostel Students.

| Sl.No. | Name of the Item | Quantity to be Supplied | Specifications   |
|--------|------------------|-------------------------|--|
| 1      | Mattress (Beds)  | 100                     | Size: 72" x 36" x 4" (inches)<br>Kurlo Coir Mattress or equalant                   |
| 2      | Pillows          | 300                     | Size: 24" x 15" Inches<br>Name: Aaram (Kurlon) or equalant<br>Material: Pali Fiber |

| Price of Tender form (Non Refundable) | EMD to be deposited | Commencement of Sale of Tender Form | Last Date and Time for obtaining Tender Form | Closing Date and Time for submission of Tender Form | Opening Date and Time of Tender and Venue |
|---------------------------------------|---------------------|-------------------------------------|--|---|---|
| Rs.2,000/-                            | Rs.15,000/-         | 02.08.2023                          | 17.08.2023 at 01.00pm                        | 17.08.2023 at 03.00pm                               | 17.08.2023 at 05.00pm                     |

The Tender Form/Schedules can be downloaded from website <https://apysrsportsschool.gov.in> from 02.08.2023 to 17.08.2023 at 01.00pm a crossed DD drawn in favor of "the Special Officer, Dr.YSR Sports School, Kadapa for Rs.2,000/- (Non Refundable) is to be enclosed along with the Tender Document towards the cost.

Joint Collector & Chairman, District  
Purchase Committee,  
YSR District

**FOR OFFICE USE ONLY**

Application No.....Date.....Issued in favour.....

.....

**Special officer  
Dr. YSR Sports School  
Kadapa**

## **TENDER SCHEDULE**

### **Introduction:**

The Joint Collector & Chairman, District Purchase Committee, YSR District invites tenders for supply of the items/goods as mentioned in Tender Schedules to the Dr.YSR Sports School located at Putlampalli, Kadapa.

### **Scope of Work**

Supply of Beds & Pillows to the Dr.YSR Sports School located at Putlampalli, Kadapa.

### **Tender Fee (Non Refundable) and EARNEST MONEY DEPOSIT / SECURITY DEPOSIT:**

Tender Fee: the tender should be accompanied by the Tender Fee of Rs. 2,000./-(Rupees Two thousand only) in the form of DD (only) in the favor of the Special Officer, Dr.YSR Sports School, Kadapa located at Putlampalli, payable at S.B.I. RIMS Kadapa and EMD of Rs.15,000/- (Rupees Fifteen thousand only) by way of Demand Draft from any Nationalized Bank along with bids. Bids without Tender Fee and EMD will be summarily rejected. EMD of successful Bidder will be kept as Secured Deposit.

### **Eligibility Criteria**

1. This Bid is open to all agencies who are eligible to takenup relevant business under Indian Laws as in force at the time of Bidding.
2. The bidder should have a minimum annual turnover of Rs. 20 lakhs per each year list the last Three Financial years i.e FY 2021-22, 2020-21 & 2019-20. The Certificate of Annual Turnover during the above said financial years from a Chartered Accountant must be enclosed in original as proof.
3. The Bidder should have a minimum experience in supplying of Mattresses (Beds) & Pillows /similar & other work in any one Financial year in the last three Financial years to Government Agencies/universities/Government Education Institutions/Autonomous Bodies etc., A Certificate along with the copy of Awarded Purchase Order from the head of the Organization/Competent Authority shall be attached to the tender as a proof. Preference will be given to the bidders who have experience in supply of Mattresses (Beds) & Pillows.
4. Bidder should be a Registered Vendor under GST Act with the relevant authorities and shall furnish the copies of GST registration document, PAN and TAN copies along with the Bid document

5. An undertaking (Self-Certificate) that the Agency/Company hasn't been Blacklisted by a Central / State Government Institution to be submitted as per given proforma.
6. The Bidder shall furnish the following information and documents with the tenders.
  - a. Copies of documents of Registration; written power of attorney of the signatory of the Bid to commit the Bidder.
  - b. Copies of Income Tax Return and GST Return filed for the latest successive Three Financial Years

**Method of Submission:**

Tenders will be submitted in 2 Sealed Covers viz., Sealed Cover-A with the superscription of 'TECHNICAL BID' which contains the Tender Document with necessary Enclosure and Sealed Cover-B with the superscription of 'PRICE BID' which contains Financial Bid. Both these covers should be kept in another bigger cover and place it in the sealed Tender Box, which will be kept in Dr.YSR Sports School, Kadapa (in the office of the Special Officer)

**A) Technical Bid should contain:**

Sealed Cover-A with the superscription of 'TECHNICAL BID' should contain the Filled Tender Document by signing in each page along with necessary enclosures

**B) Financial Bid should contain:**

Sealed Cover-B with the superscription of 'PRICE BID' should contain all the relevant Schedules in the prescribed format.

**Instructions to Bidders**

1. Bid should be strictly in conformity with the Terms and Conditions mentioned in the tender schedule
2. Tenders received without Tender processing Fee and EMD will not at all be considered.
3. The technical bid of the bidders will be opened first and the financial bids of only of those bidders, whose Technical bids and samples are accepted/ approved by the competent authority, will be opened.
4. Eligible Tender will be considered for the award of the contract. If after awarding the contract, the Vendor /Supplier fails to supply the order the vendor/supplier will be blacklisted and security deposit will be forfeited, in addition to recourse to other penal measures. No grievance will be entertained on this regard.

5. Joint Collector & Chairman, District Purchase Committee, Kadapa reserves the right to issue instructions / modifications at any point of time before award of contract
6. **Submission of Samples:** Samples of each item Mattress (Beds)/Brouchers & Pillows conforming to the specifications mentioned in the tender to be submitted at the time of opening bid.
7. Dr.YSR Sports School reserves the right to negotiate with any of the Tenderers.
8. Dr.YSR Sports School reserves the right to vary the quantities and / or split the order among the selected Bidders.
9. Dr.YSR Sports School reserves the right to accept or reject any or all Bids without assigning reasons.

**A.P.F.C. FORM – 9**  
**(SEE CHAPATER VII, ARTICLE 131)**  
**FORM OF TENDER AND CONTRACT.**  
**(TENDER FOR THE SUPPLY OF GOODS)**

**CONDITIONS OF CONTRACT**

|   |   |
|---|---|
| 1.  | This contract is to last for (1) month from its date, but in the event of any breach of agreement at any time on the part of the contractor, the contract shall be terminable by the Special Officer without compensation to contractor. The contract may also be put to an end at any time by the management, Dr. Y.S. R. Sports School, Putlampalli, Kadapa, YSR District upon giving (15) days notice to the contractor.   |
| 2.  | The goods or materials are to be supplied under this contract are to be of the quality or sort above mentioned and in very respect equal and answerable to the patterns of samples sent with the tender and such as the Special Officer or any Officers duly authorized by them shall be approved.  |
| 3.  | The goods or materials are to be delivered at Dr. YSR Sports School, Kadapa, YSR District at free of charges at the contractors risk in such quantities or numbers at such times and in such manner as described by them or any one duly authorized by him from time to time.   |
| 3(A)  | In the case of failure to supply the material at the place of delivery, the consequent extra expenditure shall be borne by the suppliers.   |
| 3(B)  | The contracting officer shall have the option to instruct the suppliers to send the goods by a longer route or to delivery at a different place if he is satisfied that failure on the part of the supplier to comply with the original terms of the agreement is due to causes beyond his control.   |
| (Memo No. 76127/1467/Acct/70-1, dated 07.09.1971) |   |
| 4.  | Rejected goods shall be removed by and at the expense of contractor within (7) days after notice shall have been given to him of the rejection. If not so taken, the indenting officer may cause the goods to be removed and charge the contractor with all expenses incurred in such removal.  |
| 5.  | In case of failure by the contractor to deliver goods or materials demanded from him within the period limited for delivery or in case of goods or materials delivered by him not being of stipulated quality, weight, or measure and in case of goods or materials being delivered without a correct invoice in duplicate, the indenting officer or any one duly authorized by him shall have power to reject any such goods or material and to purchase instead of any goods or materials so rejected or not deliver unless the contractor shall himself forthwith supply others that shall be sufficient and satisfactory and any excess of cost so incurred by the Dr.YSR.S.S, YSR District over the contract price together with all charges and expenses relating the purchase shall be recoverable by the Dr. YSR Sports School, Kadapa, YSR District from the contractor. |

|      |   |
|------|---|
| 5(A) | <p>The time for and the dates of delivery of the materials mentioned in the tender shall be deemed to be of the presence of the contract and the contractor shall deliver the materials on or before the dates mentioned in the tender, should the contractor failed to deliver the material on or before stipulated dates, he shall be agreed liquidated damages and not by way of penalty, and amount equal to one percent or such smaller amount as the competent authority (whose decision in writing shall be final) may decide on the total amount of the contract for every day that the contractor shall exceed the time of the deliver and the delivery of the materials may be in arrears, provided always that the entire amount of liquidated damages shall not exceed 10% on the total amount of the contract as shown in the tender.</p> <p>(G.O.Ms. No. 58 Finance. Dated for other SI Nos 27.03.1967.</p> |
| 6.   | <p>The contract or any part share of interest in it is not to be transferred or assigned by the contractor directly or indirectly to any person or persons whomsoever without the written consent of the Special Officer.</p>   |
| 7.   | <p>With every delivery of goods or materials under the contract invoices in duplicate are to be sent by the contractor. The duplicate will be returned by the indenting officers with the quantities or numbers received duly noted thereon. The contractor is to send in his account monthly to the indenting officers within (7) days from the termination of the month with the amount due correctly calculated according to the prices agreed upon, were upon after examination of the claim, notices shall be given to him of the day on which he or his authorized agent may attend for payment. Fractions of a rupee in the total rupee (i.e., less than 50Ps shall be discharged and 50 Ps and over shall be taken as a rupee) in the case of bills counting to Rs. 25 and upwards. The totals of bills for less than Rs. 25 shall be rounded to the nearest multiple of 5 Ps)</p>                                |
| 7(A) | <p>The Dr. YSR.S.S, YSR District here by agrees that during the term fixed by this contract and except as herein provided Dr. YSRSS, Kadapa shall not purchase from any person other than the contractor or from any company or corporation all or any quantities of the goods or materials agreed to be supplied by the contractor.</p>  |
| 7(B) | <p>The final payment for goods and materials under this contract shall be only on production by the contractor a certificate from the income tax authorities that all income tax payable by him up to the end of the accounting year has been duly paid.</p>  |
| 8.   | <p>Any notice to the contractor shall be deemed to be sufficiently served if given or left in writing at his usual or last known place of abode or business.</p>  |
| 8(A) | <p>The contractor shall produce an income tax clearance certificate in the prescribed from the income tax officer of the circle ward or district where he is assessed or assessable to income tax.</p>  |
| 9.   | <p>The contractor shall furnish security for the due fulfillment of the contract equivalent to 10 percent of the total value of the contract. This security should be in the form of cash promissory notes of the Government of Andhra Pradesh or any other State Government Municipal debentures. Port Trust bonds. Post office saving bank deposits, ports office cash certificates and savings certificates issued by the</p>  |

|     |   |
|-----|---|
|     | Government of deposit, receipts of the State Bank of India. The contractor may make either by a suitable depositor a guarantee arrangement with any bank which should deposit Government securities to cover the amount of security demanded, with a margin of 5% below market value. Where cash is furnished as security, the amount of the earnest money shall be taken to account of fixing the amount of security. The officers as noted above may at their discretion accept in lieu of such securities a security bond from two sureties to be approved by him. |
| 10. | Upon the complete fulfillment of this contract by the contractor to the satisfaction of the Dr. YSR Sports School, Kadapa, YSR District or any officer duly authorized by them the said sum of <b>Rs. 15,000/- (Rupees Fifteen Thousand Only)</b> so deposited as security by the contractor shall be returned to him less the amount if any due by the contractor to the above officer.  |
| 11. | Bills will be cleared subject to availability of funds, after verification of stocks by the member of the Purchase Committee.   |

**(Contractor's Signature)**

Address by post

(Witness to the above signature)

M/s.....

**ACCEPTANCE.**

The Dr. Y.S. R. Sports School, Putlampalli, Kadapa, YSR District, hereby accepts the tender in accordance with the conditions of contract there up on annexed.

Dated : .....

(For and on behalf of the  
Dr.YSR Sports School, Kadapa.)



## SUPPLY AGREEMENT FORM

THIS AGREEMENT made this ..... day of..... (Year). Between the Dr.YSR Sports School, Kadapa of one part and..... (Name of Vendor) of..... (City and Country of Vendor) of the other part:

WHEREAS the Dr.YSR Sports School, Kadapa is desirous that certain items as described in the bid document and briefly outlined below, should be provided by the Vendor.

**Tender Ref. No & Date:** .....

**Supply of :** .....

### NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

In this agreement words and expression shall have the same meanings as are respectively assigned to them in the bid document referred to.

The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.

1. Bid documents
2. Dr. YSR Sports School's Award of Contract.

In consideration of the payments to be made by the Dr. YSR Sports School, Kadapa to ..... as hereinafter mentioned, the Vendor hereby covenants with the Dr. YSR Sports School, Kadapa to provide the **items and to remedy defects in items** therein in conformity, in all respects, with the provisions of the contract.

The Dr. YSR Sports School hereby covenants to pay the Vendor in consideration of the provision of the items and **to remedy defects in items** therein, the contract price or such other sum as may become payable under the provisions of the contract at the times and in the manner prescribed by the contract.

Brief particulars of the items which shall be provided by the Vendor are as under:

| Items | Quantity | Unit price<br>(Inclusive of all<br>taxes and<br>duties) | Total<br>Amount | Remarks |
|-------|----------|---|-----------------|---------|
|       |          |   |                 |         |

### The Bidder further notes and accepts that:-

- Bidder shall deliver the goods in one single lot within 30 days from the date of award of the contract.
- Payment will be made on successful supply of the items and getting satisfactory certificate from the concerned committee.

- Liquidated damages for late deliveries will be charged at the rate of 10% for two weeks of the total value of the order for delayed supply. If delay continues beyond three weeks, contract is liable for cancellation
  - In addition if the contract is cancelled, the security deposit will be en-cashed and forfeited.
  - In case, after random sampling of the supplied lot, it is found that there is any non-conformance to specifications, the security deposit will be en-cashed and forfeited and the bidder will have no claim to any payments. The entire lot will be rejected.
  - The supply and distribution of material shall be done at Dr YSR Sports School, Kadapa.
  - There shall be a warranty period of 12 months and within the warranty period, in case of any damage to the supplied material like discoloring, wear out etc., it will be the responsibility of the supplier to replace the damaged material with a new one.
  - The committee of DR YSR Sports School, Kadapa will examine the randomly picked samples to ascertain compliance to specifications. If the result indicates non-conformance, the entire lot will be rejected and the contract will stand cancelled without any liability on the part of Dr YSR Sports School, Kadapa.
- All disputes and differences of any kind whatsoever arising out or in connection with contract, whether during or after completion of contract will be settled amicably in a spirit of co-operation and the Dr YSR Sports School, Kadapa decision shall be final on all such matters and shall be binding on the bidder.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with their respective laws the day and year above written.

**Signed, and delivered by**  
for the Vendor.  
Vendor's common seal:  
Place  
Date:

**Signed, and delivered by**  
For. Dr YSR Sports School, Kadapa  
common seal:  
Place:  
Date

In the presence of:.....

## TECHNICAL BID (PART-A) – BIDDER INFORMATION

| Sl.No.           | Particulars  | To be filled by the bidder |         |         |         |                  |  |  |  |  |
|------------------|--|----------------------------|---------|---------|---------|------------------|--|--|--|--|
| 1                | Name of the Firm/Proprietor  |                            |         |         |         |                  |  |  |  |  |
| 2                | <p style="text-align: right;">Address:</p> <p style="text-align: right;">Contact Person:</p> <p style="text-align: right;">Mobile No:</p> <p style="text-align: right;">Email.ID:</p> <p style="text-align: right;">Aadhar No:</p>   |                            |         |         |         |                  |  |  |  |  |
| 3                | Name of the person authorized to sign this tender document. [Please enclose Power of Attorney of authorized signatory]   |                            |         |         |         |                  |  |  |  |  |
| 4                | PAN of the Firm/Proprietor   |                            |         |         |         |                  |  |  |  |  |
| 5                | <b>Whether the firm has experience in supply of Beds &amp; Pillows (Yes / No). if yes copy of experience/Work orders to be enclosed.</b>   |                            |         |         |         |                  |  |  |  |  |
| 6                | Details of GST   | GST No.                    |         |         |         |                  |  |  |  |  |
| 6                | Annual Financial Turnover  |                            |         |         |         |                  |  |  |  |  |
|                  | <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;">Year</th> <th style="width: 20%;">2021-22</th> <th style="width: 20%;">2020-21</th> <th style="width: 20%;">2019-20</th> </tr> </thead> <tbody> <tr> <td>Annual Turn over</td> <td></td> <td></td> <td></td> </tr> </tbody> </table> | Year                       | 2021-22 | 2020-21 | 2019-20 | Annual Turn over |  |  |  |  |
| Year             | 2021-22  | 2020-21                    | 2019-20 |         |         |                  |  |  |  |  |
| Annual Turn over |  |                            |         |         |         |                  |  |  |  |  |
| 7                | Details of Tender Fee furnished:<br>i. DD/Banker's Cheque No. & Date<br>ii. Value in Rupees<br>iii. Banker's Name  |                            |         |         |         |                  |  |  |  |  |
| 8                | Details of EMD furnished:<br>iv. DD/Banker's Cheque No. & Date<br>v. Value in Rupees<br>vi. Banker's Name  |                            |         |         |         |                  |  |  |  |  |
| 9                | Whether delisted/ black listed by any Govt./ PSU/Cooperative etc in last 5 years. If Yes, details to be attached.  |                            |         |         |         |                  |  |  |  |  |

**Documents to be Enclosed**

| <b>Sl.No.</b> | <b>Particulars</b>  | <b>Enclosed at Page No.</b> |
|---------------|---|-----------------------------|
| 1             | Tender Form Fee of (Non Refundable) Rs. 2,000/- (Rupees Two Thousand Only)  |                             |
| 2             | EMD of Rs.15,000/- (Rupees Fifteen Thousand only).  |                             |
| 3             | Copy of Registration Certificate of the firm  |                             |
| 4             | Bidder should sign in each page of tender document as in token of accepting the terms and conditions mentioned therein  |                             |
| 5             | Photocopy of the Aadhar of concerned.   |                             |
| 6             | Photocopy of PAN or Income Tax Registration Certificate in the name of registered owner with IT Returns for last 3 years i.e.2021-22, 2020-21 & 2019-20   |                             |
| 7             | Copy of GST Registration  |                             |
| 8             | Experience Certificate /copy of work order/Purchase Order for supply of Mattresses & Pillows /Similar works.  |                             |
| 9             | Annual Turn Over of Rs. 20 Lakh each during last succeeded 3 Financial Years (i.e. 2021-22, 2020-21 & 2019-20) supported by documentary proof (Balance sheet, profit & Loss)/audited and CA certified statement of accounts |                             |
| 10            | Letter of Authorization & Power of Attorney wherever applicable   |                             |
| 11            | Non Blacklisting Certificate  |                             |

(Signature and Name of the authorized  
Person of the firm/bidder with office seal)  
Name:

## **FINANCIAL BID (PART-B) – RATES QUOTED**

### **Prices for Supply of Mattresses (Beds) & Pillows:**

| S.No | Description       | Qty     | Specifications   | Rate to be Quoted   |             |
|------|-------------------|---------|--|---|-------------|
|      |                   |         |  | Unit Price including all Taxes, Transportation & Other Duties | Total Price |
| (1)  | (2)               | (3)     | (4)  | (5)   | (6)         |
| 1    | Mattresses (Beds) | 100 Nos | Size: 72" x 36" x 4" (inches)<br>Kurlo Coir Mattress or equalant                   |   |             |
| 2    | Pillows           | 300 Nos | Size: 24" x 15" Inches<br>Name: Aaram (Kurlon) or equalant<br>Material: Pali Fiber |   |             |

DD No. \_\_\_\_\_ dated \_\_\_\_\_ for **Rs. 15,000/- (Rupees Fifteen Thousand Only)** is submitted herewith towards Security Deposit.

### **Declaration**

I / We hereby declare the rates filled in column No. 5 & 6 of this form as above. I/We undertake to execute the supply as per terms and conditions read and understood by me / us as per proforma enclosed.

In the event of my/our failure to undertake the supply when called upon to do so by the Institute authorities or violation of terms and conditions, I / We agree for forfeiture of my / our earnest / security money deposited with the Institute and will be liable to make up the loss / damages caused to the Institute, if any.

Place:.....

Date:.....

**Signature of the Tender  
Name of the firm:  
and Seal**

**LETTER OF AUTHORIZATION**

**Dated: . . .2023**

To  
**The Special Officer,**  
Dr. YSR Sports School,  
Kadapa

Sir,

I, Sri/Smt/Kum. ....Proprietor/Partner of firm  
M/s.....located at.....do hereby authorize  
Sri/Smt.....working as ..... in this firm to attend to  
the District Purchase Committee meeting and / or to receive on behalf of the firm Drafts/Cheques  
payable to the firm, if any, in respect of the present tender only.

The Specimen Signatures of the individual are hereby attested.

Specimen Signature

- 1.
- 2.
- 3.

Yours faithfully,

Signature of the  
Owner/Partner

Name of the  
Owner/Partner

**Signature of the Owner/Partner**

## NON BLACKLISTING DECLARATION

[To be submitted on letterhead]

I/We hereby certify that the ----- [Name of the company / firm] has not been ever blacklisted/debarred by any Central / State Government / Public Undertaking / University / Institute on any account.

I/We also certify that firm will provide material as per the specification given by Dr YSR Sports School, Kadapa, and also abide all the terms and conditions stipulated in the bid document. I/We also certify that the information given in bid is true and correct in all aspects and in any case at a later date it is found that any details provided are false and incorrect, contract given to the concern firm or participation may be summarily terminated at any stage, the firm will be blacklisted and Dr.YSR Sports School, Kadapa, may imposed any action as per the rules.

Date :

Name :

Place :

Business Address :

Signature of Service Provider:

Seal of the Service Provider:

**Bidder shall indicate herein his annual turnover during the following two Financial Years based on the Audited Balance Sheet / Profit and Loss Account Statement.**

| <b>S. No</b> | <b>Financial year</b> | <b>Annual Turnover</b> |
|--------------|-----------------------|------------------------|
| 1            | 2021-22               |                        |
| 2            | 2020-21               |                        |
| 3            | 2019-20               |                        |

**Signature of Chartered Accountant**

Name :

Membership No. :

Seal