

09/APS/BNG/2025

17 Jul 2025

**CALL FOR QUOTATION FOR PROCUREMENT OF SINGLE SEATER
DESK & BENCH (ATTACHED SYSTEM) FOR APS BINNAGURI**

1. Quotations are invited in two bids system as 'Technical Bid' and 'Commercial Bid' in two separate sealed envelope, duly marked as 'Technical Bid' for RFP No 09/APS/BNG/2025 dt ___ Jul 2025 and 'Commercial Bid' for RFP No 09/APS/BNG/2025 dt ___ Jul 2025 for '**Procurement of single seater Desk & Bench(attached system)**'.

Eligibility Criteria.

2. The bidder should have valid GST No.
3. The store/items required are categorized in **Appx A (for Technical Bid) & Appx B (for Commercial Bid)** attached to this RFP. It may please be noted that quotation will be submitted in sealed envelope only.

Other Details.

4. Bids in sealed cover are invited for "**Procurement of single seater Desk & Bench(attached system)**". Please super scribe "_____
_____(Category of items i.e. "**Procurement of single seater Desk & Bench(attached system)**") RFP No 09/APS/BNG/2025 dated ___ Jul 2025 on sealed cover will be super scribed to avoid the bid being declared invalid.

(a) Last date for submission of bids by or before 1500hrs on 28 Jul 2025. The sealed bids should be deposited/reach by the due date and time. The responsibility to ensure this lies with the bidder. Bids received beyond the time and date given above shall be rejected.

(b) Manner of depositing the bids : Sealed bids should be either dropped in the Quotation Box marked as Quotation box or send by registered post to APS Binnaguri, Binnaguri Cantt prior to the due date and time. No responsibility will be taken for postal delay or non-delivery/ non receipt of bid documents. Bids sent by FAX or email will not be considered.

(c) **The exact date & time for opening of bids will be uploaded on school website as per the availability of Presiding Officer.** If due to any exigency, the due date for opening of the bids is declared closed holiday, the bids will be opened on the next working day at the same time or on any other day/time, as intimated by the buyer.

(d) **Location of the Tender Box.** In front of main gate (near Principal Office) of APS Binnaguri. Only those bids that are found in the quotation box will be opened.

5. The address and contact number for bids or seeking clarification regarding this RFP are given below:-

- (a) Bids/queries will be addressed to: Principal, Army Public School, Binnaguri.
- (b) Postal Address for sending the bids : Army Public School Binnaguri, Binnaguri Cantt, Pin-735232, Dist-Jalpaiguri (WB).
- (c) Name/designation of the contact person : Shubham Chanda, Offg Principal, APS Binnaguri
- (d) Mob No – 7718747807/03563259446
- (e) E-mail id – apsbinnaguri1@gmail.com

6. Following documents are reqd to be submitted alongwith quotation:-

- (a) Copy of ID Proof/ Aadhar Card
- (b) Copy of Trade License (Preferable)
- (c) Copy of GST Registration No
- (d) Copy of PAN Card
- (e) Tender on firm's letter pad printed with GST Number and contact Number.
- (f) Address proof including telephone number/email address
- (g) EMD - Not applicable

7. The RFP is being issued with no financial commitment and the school reserves the right to change or vary any part thereof at any stage. Buyer also reserved the right to withdraw the RFP, should it become necessary at any stage.

8. **Note:** The Principal, Army Public School Binnaguri reserve the right to reject any or all application without assigning any reason therefore.

(Shubham Chanda)
Offg Principal
APS Binnaguri

Offg. Principal
Army Public School
Binnaguri Cantt

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Appx 'A'

(Ref APS Binnaguri call for quotation
No 09/APS/BNG/2025 dt 17 Jul 25)

TENDER FORM
(TO BE RETURNED IN ORIGINAL AFTER FILLING THE RATES ALONGWITH
QUOTATION

ARMY PUBLIC SCHOOL BINNAGURI
PURCHASE OF SINGLE SEATER DESK BENCH
(ATTACHED SYSTEM) FOR APS BINNAGURI
(TECHNICAL BIDS)

Ser No	Description/Particulars	A/U	Qty	Compliance	Deviation if any	Remarks
01.	Desk and Bench (single seater) (attached System) Desk Size : 24" x16" Bench Seat Size: 24" x12" Back Rest Size: 24" x6"	No.	01	Yes/No		
	Basic cost of the project					
	GST					
	Total cost of the project					

Specification & Scope of works.

1. Made with box pipe 2'x1", weight
2. Made with 1" square pipe
3. Front cover & Book shelve made with 22 gauge CRC Sheet
4. Desk-top and back rest made of Ply 19mm thick with matte finish mica pasted by Fevicol
5. Corner of plys to be covered by teak beat.
6. Best quality Paint, Primer & Surfacer to be used

Note:-

1. The quotation/tender form to be given only on the letter head bearing the name of Firm with GST No. Quotation/Tender form should be signed by the head of firms and vendor duly affixed with the office stamp.
2. Firm/vendor should mentioned their acceptance with specification/brand/size and etc of items as 'Yes'/'No' in tender form.
3. Guarantee and warranty of the stores for stipulated time frame will also be strictly adhered to.
4. No alteration/cutting in the quotation is acceptable.
5. All necessary documents must be enclosed with technical Bids.



Offg. Principal
Army Public School
Binnaguri Cantt

DO NOT ENCLOSE THIS PAGE IN ENVELOPE- 1

Appx 'B'

(Ref APS Binnaguri call for quotation
No 09/APS/BNG/2025 dt 17 Jul 25)

TENDER FORM
(TO BE RETURNED IN ORIGINAL AFTER FILLING THE RATES ALONGWITH
QUOTATION)

ARMY PUBLIC SCHOOL BINNAGURI
PURCHASE OF SINGLE SEATER DESK BENCH
(ATTACHED SYSTEM) FOR APS BINNAGURI
(COMMERCIAL BIDS)

Ser No	Description/Particulars	A/U	Qty	Rate	Total Amount incl GST
01.	Desk and Bench (single seater) (attached System) Desk Size : 24" x16" Bench Seat Size: 24" x12" Back Rest Size: 24" x6"	No	01		

Specification & Scope of works.

1. Made with box pipe 2'x1", weight
2. Made with 1" square pipe
3. Front cover & Book shelve made with 22 gauge CRC Sheet
4. Desk-top and back rest made of Ply 19mm thick with matte finish mica
pasted by Fevicol
5. Corner of plys to be covered by teak beat.
6. Best quality Paint, Primer & Surfacer to be used

Note:-

1. Price should be incl of GST and transportation.
2. The quotation/tender form to be given only on the letter head bearing the name of Firm with GST No. Quotation/Tender form should be signed by the head of firms and vendor duly affixed with the office stamp.
3. Rate should be as per the items mentioned in the tender form. Price mentioned of any other items will not be considered.
4. No alteration/cutting in the quotation is acceptable.
5. Firm/vendor for supply of store will be decided by the School Purchase Committee/Board of Officer based on lowest rates and quality of stores being provided by them.
6. Stores/items so demanded to be provided/supplied by Firm/vendor in School office and no extra charges on account of transportation will be added later on.

Offg. Principal
Army Public School
Binnaguri Cantt