



केंद्रीय विद्यालय आर्मी एरिया

डी ए डी कॉम्प्लेक्स के पास , वनोवारी रेंज , लुल्लानगर, पुणे 411040

Kendriya Vidyalaya Army Area,

Near DAD Complex, Wanowrie Range, Lulla Nagar Pune 411040

के वी एस स्कूल कोड KVS School Code: 1226 सीबीएसई स्कूल कोड CBSE School Code: 4710

दूरभाष Telephone: 020-29705314 ईमेल Email: principalkvarmyareapune@gmail.com

वेबसाइट Website: <https://armyareapune.kvs.ac.in>

REGISTRATION OF FIRMS

Application are invited from Reputed and Registered agencies/firms for the registration for providing the following articles(Consumables & Non- Consumables) & services to the Vidyalaya for the years 2022-23 & 2023-24. Interested agencies having experience in providing such articles and service to institution may submit their application along with proof of registration of IT/TAN/VAT/GST/ past experience etc. to the Vidyalaya by post on or before 30/07/2022.

1	Furniture	2	Printing Work	3	Computer & IT Equipment, Projectors, Interactive Board
4	Stationery Items	5	Sports Articles	6	Laboratory Articles (Consumables & Non Consumables) including Maths Laboratory Articles
7	Tent & Catering	8	Hardware material (Painting/Electricity/Plumbing/Water Tanks/ Fibre doors/iron angles & fencing/fabrication/ Building material/sand/ Murum /Brick etc)	9	Supply of buses/mini buses/Taxi for local & outstation
10	Audio Visual Aids	11	LAN & Internet Services	12	Teaching Aids
13	AMC for Computers & IT equipment, Xerox Machine, RO Plant, Online UPS	14	Air Conditioner Servicing	15	Musical Instrument
16	Library Books	17	Electrical Repairs	18	Housekeeping, Security, Gardener
19	Notice Boards, Green Board, White Board	20	Water cooler, water purifier (Supply & Repair)	21	Inverter, UPS, Batteries
22	Curtains, Durries, cushions	23	Work related to TDS, Income Tax and Professional Tax		

PRINCIPAL

TENDER NOTICE

KENDRIYA VIDYALAYA, ARMY AREA, PUNE 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 authorized representative of the firm.
3. KV Army Area, Pune 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. The registration as "Approved Supplier" will be kept valid for a period of two years. It will be reviewed, at the end of the first year 2022-2023, in order to eliminate firms which may have gone out of business or whose performance has been found to be unsatisfactory.
6. Prescribed "Application Form" may be obtained from <https://armyareapune.kvs.ac.in>
7. In case of Accredited Agents and Authorised Dealers/Stockists, satisfactory evidence from their Original Equipment Manufacturers shall be submitted along with the completed application form.
8. If KV Army Area, Pune registers any Firm as approved Supplier, the firm has to supply the materials/items at KV Army Area, Pune . The firm has to accept KV Army Area, Pune payment terms i.e. Payment shall be made by **Crossed Cheque/RTGS/NEFT**.
9. Firms/Manufacturers/Authorised dealers are also required to submit their *e-mail address*, in order to facilitate faster communication.
10. Any change in address, phone number, fax no. and email address shall be informed to KV Army Area, Pune immediately, so as to have regular and continuous communication with these Firms/Manufacturers.
11. The documents that are required to be submitted at the time of registration include the following :-
 - (a) Registration of firm
 - (b) PAN number copy
 - (c) Income tax returns filed for the last two (02) financial years
 - (d) GST registration

PRINCIPAL

KENDRIYA VIDYALAYA, ARMY AREA, PUNE

APPLICATION FORM FOR REGISTRATION OF FIRM FOR THE YEAR 2022-23 & 2023-24

S. No. of Category :	Name of the Category :-
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(Separate Application is to be filled-up for each category)

CONDITIONS FOR REGISTRATION

- 1) The Firm/Supplier should be in profession for at least two years (copy of proof must be enclosed).
- 2) Annual Turnover of the firm should not be less than the turnover mentioned against the different categories in any of the two financial years (Attach proof).
- 3) The firm should be on the approved panel of at least two reputed Organisations/Establishments.
- 4) The Firm/Supplier should have registration with State & Local Authorities for undertaking the profession (Copies of proof to be enclosed)

APPLICATION FOR FIRM/SUPPLIER/ SERVICE PROVIDER

PART – 1 GENERAL INFORMATION

S.No	Information sought	Information to be Provided
1.	Name of the Firms (in Block Letters)	
2.	Date of Establishment/Incorporation	
3.	Correspondence address, Telephone No. and E mail Address	
4.	Address, Telephone No and E mail address of Head Office, if different from Serial 3 above	
5.	Status Proprietary/Partnership/Private Ltd Company/ Public Ltd Company	
6.	Names of the Partners/Directors	
7.	Name of Chief Executive with his present address and Telephone Nos.	
8.	Name of Representative(s) with Designation who would be calling on us and attending to our jobs.	
9.	Name of Bankers with address & telephone nos.	
10.	Is the Firm registered Under the Factories Act ? If Yes, state (a) License No (b) Date of Last renewal of License (Copy of the license to be enclosed) (c) PAN No (d) ESIS No, if any (e) EPF Registration No, if any	

11.	Whether holding certificate under shops & establishment act (duly renewed copy should be enclosed)	
12.	State the latest Income Tax Assessed year and the amount of Tax assessed (Copies of last two years IT Returns, Balance Sheets & Revenue Statement to be enclosed)	
13.	Turnover for last two financial years	
14.	Are you agreeable to make deliveries to Kendriya Vidyalaya, Army Area, Pune when so directed?	
15.	Are you agreeable to abide completely by the Terms and Conditions of the Tenders and Contracts?	
16.	Is your firm registered with any KV/KVS, RO/ KVS, HQ or any other State/ Central Govt. offices. Please give name and address	
17.	Name, Addresses and Telephone Nos of some of your most valued clients (Separate List may be attached)	
18.	Mention any other specialties of your Establishment	

Note : Please fill this form legibly in ink. If space provided is insufficient please type or write the replies on a separate sheet giving appropriate question number and attach it to the form.

I/We _____
request Kendriya Vidyalaya, Army Area, Pune to consider inclusion of my/our name in the list of their approved firms/suppliers/service provider. We agree to give full satisfaction to the Vidyalaya in the event of their doing so.

Dated at _____ on _____ day of _____ 20 _____

Signature with Seal

Name : _____

Designation: _____

Note: The Vidyalaya reserves the right to cancel the name of the supplier/firm/service provider from its approved lists at their absolute discretion without assigning any reason.