



# KANYA SHIKSHA PARISAR, SEHORE

RUN BY SURYA FOUNDATION

Sehore-Indore by pass Road, In front of R.T.O. Office,  
Crescent Resort Cross Road, Sehore - 466001 (M. P.)



9540780079



sehoreksp@gmail.com



kspsehore.ac.in



## अध्याय 1 : निविदाकर्ताओं के लिए अनुदेश

TENDER /KSP/SF/ 2026-27 /02

Dated: 20 January 2026

### **TENDER NOTICE**

### **TENDER NOTICE FOR PROVISION / SUPPLY OF UNIFORM: SESSION 2026-27**

#### **INFORMATION SHEET/CRITICAL DATE SHEET**

Date of Tender Publishing	20 January, 2026 at 1000 hrs
Date & time of document download start	20 January, 2026 at 1000 hrs
Bid submission start date & time	20 January, 2026 at 1000 hrs
Pre-bid meeting date & time	27 January, 2026 at 1000 hrs
Bid submission closing date & time	10 February 2026 at 1700 hrs
Technical Bid opening date, time & venue	<b>18 February 2026 at 1000 hrs.</b> Kanya Shiksha Parisar, Sehore Run by Surya Foundation, Sehore-Indore Bypass Road Near Crescent Resort Square, Opposite R.T.O office, Sehore M.P. 466001
Bid Submission	<a href="https://MPtenders.gov.in/nicgep/app">https://MPtenders.gov.in/nicgep/app</a> .
Expected date, Time & Venue of Financial Bid Opening	<b>24 February 2026 at 1000 hrs</b> Kanya Shiksha Parisar, Sehore Run by Surya Foundation, Indore By pass Road Near Crescent Resort Square, Opposite R.T.O office, Sehore M.P. 466001
Details of Contact person	<b>Administrator</b> Kanya Shiksha Parisar, Sehore Run by Surya Foundation, Indore By pass Road Near Crescent Resort Square, Opposite R.T.O office, Sehore , (M.P.) 466001 Mob No : 9616088184

**Principal**  
Kanya Shiksha Parisar, Sehore  
Run By Surya Foundation

Signature of the Bidder  
(Name and address of Bidder)  
(Seal)

## अध्याय 2 : संविदा की शर्तें

### TENDER NOTICE

#### Sub: Tender for supply of School Uniform to Kanya Shiksha Parisar, Sehore Run by Surya Foundation Session 2026-27

1. School Uniform for approximate 480 students are required during academic year 2026-2027. Details of Uniform required by the school is attached as **Appendix "B"** for information.
2. Tenders are invited for supplying of Uniform approximate 480 students for the period from **01 April 2026 to 31 March 2027** on following terms & conditions: -

#### Terms & Conditions

1. The firm should have three years of experience of supplying of School uniform. A self-signed certificate to this effect to be enclosed along with technical bid documents.
2. The Annual turnover of the firm related to school uniform / supply of clothing materials should be at least **Rs 9,00,000/- per annum (Rupees nine lakh only)**. 50 % Cost of the expected amount of the tender.
3. Samples of the school uniform to be supplied need to be good quality as per specification attached at **Appendix B**, the name of which should be mentioned as per specification.
4. Firms must produce and deposit the samples of school uniform in small container as listed at Appendix to this tender.
5. Any change in quality may result in forfeiture of the payment along with earnest money and blacklisting the firm. The school will not be responsible for any loss/damage to the firm due to it. Decision of Principal of the school in this regard will be final & binding.
6. All the samples should be submitted in the office before closing of last date of submission of tender. After that no addition or changes are permitted else the tender will be rejected.
7. The complete supply of the items should be perfect to the requirement and satisfaction of this School. Quality should be maintained as per the approved sample.
8. Bidders must attend the pre-bid meeting.
9. Price negotiation will be carried out with L-1 Bidders, if considered necessary by the tenderer.
10. After completion of financial bid and price negotiation with L-1 Bidder, a contract agreement will be made on non-judicial stamp paper amounting to Rs 100/- (Rupees hundred only) and will be signed by L-1 Bidder(s) and the tenderer.
11. Tender contract would be awarded to that the firms, whose all samples should be of good quality and passed by the Committee.
12. Tenders' incomplete in any respect is liable to be rejected without assigning any reason thereof. This office reserves the right to accept or reject any tender in whole or in part thereof without assigning/specifying any reasons thereof. There shall be no obligation on the part of this office to inform the unsuccessful tender of the outcome of the tender process.
13. Bids shall be submitted online only at <https://MPtenders.gov.in/nicgep/app>. Bidders/contractors are advised to follow the instructions for the e-submission of the bids online through <https://MPtenders.gov.in/nicgep/app> for e-procurement. Bidders are advised to visit at least 2 days prior to closing date of submission of tender for any amendment/corrigendum/addendum.
14. The offers submitted by Telegram/Fax shall not be considered. No hardcopy (physical) correspondence will be entertained in this matter. A scanned copy of the EMD will also be uploaded with the technical bid. The financial bids are to be submitted in the prescribed BOQ online <https://MPtenders.gov.in/nicgep/app>. Item wise rates will be considered separately. Contract can be awarded to any firms who quoted lowest rates item wise. It should be noted that item wise rates mentioned should be genuine.

15. It is not mandatory to select L-1 bidder on overall rate of items. L1 bidder can also be selected item wise low price.
16. Quantity of the items in work order / supply order may be increased / decreased as per requirement of the school.
17. Rate of items mentioned in tender will be applicable for entire contract period i.e from **01 April 2026 to 31 March 2027**. Rate of items will not be increased during this contract period.
18. Gift /any other scheme given on any items by the companies will be given to the school.
19. **District West Delhi, New Delhi** will be jurisdiction of all judicious issues.
20. Bills will be cleared on availability of grants.
21. All supplied items shall strictly conform to the approved sample in quality, specification, and finish. Any item found not matching the approved sample or found to be defective, damaged, or substandard shall be liable for rejection. In the event of rejection, the school reserves the right to return such items. The Vendor shall, at its own cost, collect the rejected items from the school premises and replace them with items strictly as per the approved sample within one (7) working days from the date of intimation. All transportation, handling, loading, unloading, and replacement costs shall be entirely borne by the Vendor. Any loss, damage, or deterioration to the goods during transportation, handling, or replacement shall be the sole responsibility of the Vendor. The school shall not be liable for any such loss or damage under any circumstances.
22. **Penalty Clause**. Penalty clause will be invoked as under: -
- (a) In case supply of the items not done in time – 5% of the total value of supply order per week will be charged/ deducted out of the payment.
  - (b) In case of the items supplied are not as per the by this office at any time without assigning any reason/ notice. In this respect, the decision of school shall be final and binding. EMD may also be forfeited.
  - (c) Sample and supply order/ found unsatisfactory – Upto 10% cost of the items will be charged and modality of charging penalty clause will be decided by the school authority which have to be accepted by the supplier or items may be returned or contract can be terminated
3. **The Tender should be submitted in two parts**
- (a) **First part** should be submitted for **Technical Bid (as per Appendix “A”)** and it should contain all technical details such as EMD, copy of Income tax return filed (**A.Y 2025-26**), experience certificate, GST Registration certificate etc online and Sample of school uniforms should be submitted to the tender inviting office.
  - (b) **Second part** should be submitted for Financial Bid (as per Appendix “B”) online. Rates should be quoted with all taxes and transportation charges.

#### 4. Technical Bid - Bid Security (EMD): -

Sr. No.	Contract Period of the Supply of school uniform	Expected Volume of contract (yearly)	EMD @ 3% of Estimated Value of the goods to be procured
1	01 April 2026 to 31 March 2027	Rs. 15,00,000/-	<b>Rs. 45,000/-</b> (EMD to be deposited on line with tender)

- (i) EMD of Rs. **45,000/-** in the form of an account payee demand draft in favour of " **Kanya Shiksha Parisar Sehore Run by Surya Foundation**". Name and address should be written on the back side of the DD/Bankers cheque. DD/Bankers Cheque should be deposited in this office in original by successful L1 bidder after opening and execution of financial bid.
- (ii) **EMD will be refunded to the unsuccessful tenderer within 30 days** from the date of opening of financial bids and no interest would be paid thereon. The vendors shall send a request letter in the office for returns of EMD.
- (iii) **Tender fees will be Rs 1,000/- (Rupees one thousand only) non-refundable**
- (iv) EMD of the successful tenderer will be released by the school only after satisfactory completion of the work i.e **30<sup>th</sup> April 2027**. No interest will be paid on the EMD. The vendors shall send a request letter in the office for returns of EMD.
- (v) Any certificate claiming exemption from EMD shall not be accepted. Submission of the Earnest Money Deposit (EMD) is mandatory and compulsory for all bidders.
- (vi) **Documents for Technical Bid (On Line)**
- Earnest Money deposit (EMD).
  - Copy of the PAN card, Aadhar Card and GST Registration certificate.
  - Income Tax Return filed for the last assessment year (i.e. A.Y **2025-26**).
  - GST Returns filed for last quarter of previous assessment year (i.e. A.Y **2025-26**)
  - Experience Certificate/document.
  - Last annual turnover related to school uniform / clothing items.
  - Sample of uniforms to be enclosed before closing date.
  - A certificate regarding timely and satisfactory completion of supply of the items from previous tenderer
  - Affidavit (Non-Blacklisting) from the Firm on Rs. 100/- Stamp Paper. (Format Attached)

#### 5. **Financial Bid.**

- Financial Bids of only those contractors will be opened, who are found eligible in Technical Bid at MP e-procurement portal <https://MPtenders.gov.in/nicgep/app>.
- The date will be finalized by the Committee for opening of financial bids after evaluation of Technical bid.
- Rate will be mentioned and uploaded online only. Offline financial bid will not be accepted. In case financial bids received offline, the same will not be entertained and rejected.

  
**Principal**  
Kanya Shiksha Parisar, Sehore  
Run By Surya Foundation

Signature of the Bidder  
(Name and address of Bidder)  
(Seal)

### अध्याय 3 : अपेक्षाओं की अनुसूची

क्रम संख्या	सामग्री का नाम	मात्रा की इकाई	ब्रांड /कवालीटी
1	स्कूल ड्रेस (कुर्ता - School coloured logo with embroidery के साथ, सलवार और मोजे )	सेट	(a) कुर्ता- फैब्रिक 67/33 (Valji brand cloth) as per our sample. (b) सलवार – फैब्रिक. (Polyester and cotton mix) as per our sample. (c) मोजे (Mixed cotton & Polyester).
2.	कोटी coloured logo with embroidery के साथ	पीस	कोटी – फैब्रिक 2x18 (Cotton) as per our sample.
3.	स्कूल के जूते ( Girls)	जोड़े	Lancer Gola Combit (Belly)
4.	Sports Dress (स्पोर्ट्स ड्रेस) (T-Shirt with color & Pocket and Black color lower with white piping & coloured logo with embroidery	सेट	(a) Upper – PC Mattie Fabric in six house colours with screen print & colour logo embroidery as per our sample. (b) Lower – Super Poly with white piping. (300 GSM) as per our sample.
5.	Sports shoes	जोड़े	Gold star – Made in Nepal.
6	Track Suit for students	पीस	Super Poly (300 GSM) as per our sample.
7	Track Suit for teachers	पीस	Super Poly (300 GSM) as per our sample.
8	मौजे	जोड़े	Mixed Cotton & Polyester
9.	Woolen winter cap OG Colour	पीस	As per our sample
10.	Sweater स्वेटर (वूलेन )	पीस	As per our sample
11.	Blazer coloured logo with embroidery	पीस	फैब्रिक 2x18 (Cotton) as per our sample
12	Thermal winter inner wear (upper and lower)	जोड़े	Kids inflame thermal set touch wool. 35% cotton and 65% polyester
13	Handkerchief (कॉटन) रुमाल (15 x 15 Inch)	पीस	100 cotton. As per our sample.( sky blue colour)

  
**Principal**  
 Kanya Shiksha Parisar, Sehare  
 Run By Surya Foundation

Signature of the Bidder  
 (Name and address of Bidder)  
 (Seal)

## अध्याय 4 : विनिर्देशन और अन्य सम्बद्ध तकनीकी ब्योरे

### Appendix A

### TECHNICAL BID

**TENDER FOR SUPPLY OF SCHOOL UNIFORM**  
**KANYA SHIKSHA PARISAR, SEHROE ,RUN BY SURYA FOUNDATION**  
**SESSION 2026-2027**

Sr. No.	Particulars	Information/document attached.
1	Name of Firm	
2	Address with Pin Code	
3	Name of Contact Person	
4	Contact No.	(O): (M):
5	E-mail Address	
6	Earnest Money (Bank Draft/ Bankers Cheques)	
7	Copy of the PAN & Aadhar card	
8	GST Registration No.(copy of registration to be attached)	
9	Copy of Income Tax Return filed for the last assessment year (i.e. A.Y 2025-26)	
10	GST Returns filed for last quarter of Financial Year (i.e. F.Y 2024-25)	
12	Proof of experiences (If held)	
13	Certificate of Last annual turnover related to Clothing/Uniforms/ footwear.	
14	Affidavit (Non-Blacklisting) from the Firm on Rs. 100/- Stamp Paper. (Format Attached)	
15	Sample of Uniforms & footwear	
16	Certificate from previous tenderer regarding timely completion of supply order as per tender	
17	Any other documents, if required	



**Principal**  
Kanya Shiksha Parisar, Sehore  
Run By Surya Foundation

Signature of the Bidder  
(Name and address of Bidder)  
(Seal)

**अध्याय 5 : कीमत अनुसूची (निविदाकर्ताओं द्वारा अपनी कीमतें दर्शाने के लिए इस्तेमाल किया जाना है )**

**Appendix B**

**FINANCIAL BID**  
**TENDER FOR SUPPLY OF SCHOOL UNIFORM**  
**KANYA SHIKSHA PARISAR, SEHROE, RUN BY SURYA FOUNDATION**  
**ACADEMIC SESSION 2026-2027**

To ,  
The Principal  
Kanya Shiksha Parisar Sehore, Run by Surya Foundation  
Bhopal -Indore Highway, Near Crescent Chaouraha Opposite RTO Office , Sehore-466 001  
Sir,

In response to your Tender dated 20 January 2026, calling tenders for supplying following school uniform during academic session 2026-27, we quote our rates as under: -

क्रम संख्या	सामग्री का नाम	एकाउंटिंग यूनिट	ब्रांड /कवालीटी	मूल्य सभी कर सहित	टिप्पणी
1	स्कूल ड्रेस (कुर्ता School coloured logo with embroidery के साथ, सलवार और मोजे )	सेट	a. कुर्ता- फैब्रिक 67/33 (Valji brand cloth) as per our sample. b. सलवार – फैब्रिक. (Polyester and cotton mix) as per our sample. c. मोजे (Mixed cotton & Polyester).		Sample to be seen from school before submitting technical tender
2.	कोटी coloured logo with embroidery के साथ	पीस	कोटी – फैब्रिक 2x18 (Cotton) as per our sample.		-do-
3.	स्कूल के जूते (Girls)	जोड़े	Lancer Gola		-do-
			Combit (Belly)		-do-
4.	Sports Dress (स्पोर्ट्स ड्रेस) (T-Shirt with color & Pocket and Black color lower with white piping & coloured logo with embroidery	सेट	(a) Upper – PC Mattie Fabric in six house colours with screen print & colour logo embroidery as per our sample. (b) Lower – Super Poly with white piping. (300 GSM) as per our sample.		-do-

क्रम संख्या	सामग्री का नाम	एकाउंटिंग यूनिट	ब्रांड /कवालीटी	मूल्य सभी कर सहित	टिप्पणी
5.	Sports shoes	जोड़े	Gold star – Made in Nepal.		Sample to be seen from school before submitting technical tender
6	Track Suit for students	पीस	Super Poly (300 GSM) as per our sample.		-do-
7	Track Suit for teachers	पीस	Super Poly (300 GSM) as per our sample.		-do-
8	मौजे	जोड़े	Mixed Cotton & Polyester		-do-
9.	Woolen winter cap OG Colour	पीस	As per our sample		-do-
10.	Sweater स्वेटर (वूलेन )	पीस	As per our sample		-do-
11.	Blazer Blazer coloured logo with embroidery	पीस	फैब्रिक 2x18 (Cotton) as per our sample.		-do-
12	Thermal winter inner wear (upper and lower)	जोड़े	Kids inflame thermal set touch wool. 35% cotton and 65% polyester		-do-
13	Handkerchief (कॉटन) रुमाल (15 x 15 inch)	पीस	100 cotton. As per our sample. (Sky blue colour)		-do-

**Note:** Sample of all items mentioned above are available in the school and to be seen by the bidders before submission of tender.

  
**Principal**  
 Kanya Shiksha Parisar, Sehare  
 Run By Surya Foundation

Signature of the Bidder  
 (Name and address of Bidder)  
 (Seal)



**AFFIDAVIT REGARDING NON-BLACKLISTING ON Rs 100/- STAMP PAPER**

I, \_\_\_\_\_,

Son/Daughter/Wife of \_\_\_\_\_, aged \_\_\_\_\_ **years**,

Proprietor/Partner/Authorized Signatory of **M/s** \_\_\_\_\_, having  
registered office at \_\_\_\_\_, do hereby

solemnly affirm and declare as under:

1. That **M/s** \_\_\_\_\_ is a legally registered firm/company engaged in the business of \_\_\_\_\_.
2. That **the firm/company has not been blacklisted, debarred, banned, or suspended** by any Central Government, State Government, Semi-Government Department, Autonomous Body, PSU, Local Authority, or any other organization **as on the date of this affidavit**.
3. That **no case, inquiry, or proceeding related to blacklisting or debarring** is pending against the firm/company before any authority.
4. That the information furnished above is **true and correct** to the best of my knowledge and belief. **No material fact has been concealed**.
5. That if the above declaration is found false at any stage, the **competent authority shall be free to take appropriate legal action**, including rejection of bid/termination of contract, as per rules.

**DEPONENT**

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Firm Seal: \_\_\_\_\_