

JAWAHAR VIDYA MANDIR, SHYAMALI, RANCHI-2

INVITATION TO TENDER

Ref: JVM/OT-02/2026-27

Dated 01.06.2026

Sub: Manufacture and supply of Dual desk in Jawahar Vidya Mandir, Shyamali.

DESCRIPTION OF WORK.	MANUFACTURE AND SUPPLY OF DUAL DESKS IN JVM SHYAMALI, RANCHI.
LAST DATE, TIME AND PLACE OF RECEIPT OF TENDER.	ON OR BEFORE 22.06.2026 BY 12.00 PM IN OFFICE OF PRINCIPAL JVM SHYAMALI, RANCHI-834002 JHARKHAND.
DATE & TIME OF OPENING OF TENDER.	22.06.2026 AT 1.00 PM IN JVM SHYAMALI, RANCHI
REFERENCE NO. OF TENDER .	JVM/OT-02 /2026-27

Dear Sir,

We have pleasure in enclosing herewith the tender document as detailed below related to Manufacture and supply of Dual desk in JVM Shyamali and would invite you to submit your best offers in sealed cover so as to reach us on or before the due date and time as mentioned above.

- | | | | |
|------|--------------|---|-----------------------|
| i) | Annexure-I | : | Instruction to tender |
| ii) | Annexure-II | : | Techno-commercial |
| iii) | Annexure-III | : | Price format |

Thanking you,

Yours faithfully,
Jawahar Vidya Mandir Shyamali

(B.N. Jha)
Principal (Acting)

B.N. Jha
01/06/2026

(Instruction of tender)

1.0 **Eligibility Criteria :**

- 1.1 The party should belong to Ranchi District.
- 1.2 Only those party can participate in tender enquiry who has GST NUMBER.
- 1.3 Third party bidder is not allowed .
- 1.4 Price should be inclusive GST.
- 1.5 Tender shall be submitted in separate sealed cover, in two parts, as mentioned below.

Part-I :TECHNO COMMERCIAL BID (Unpriced)

Part-1 of the offer shall contain a copy of the complete invitation to Tender duly signed and stamped by the bidders as a token of acceptance to the terms and conditions of the Invitation of Tender at Annexure-II.

Part-II: PRICE BID

The price bid shall be submitted in the prescribed format enclosed at Annexure-III both sealed envelopes viz Part-I and Part-II shall be put in a separate sealed cover which shall superscribe "Tender Number & date "The sealed cover containing sealed Part-I & Part-II envelopes shall be sent to the following address.

Mr. B.N. Jha
Principal (Acting)
Jawahar Vidya Mandir Shyamali,
P.O.Doranda, Dist. Ranchi-834 02
Jharkhand

- 1.6 Price bid will be opened only for techno-commercially eligible tenderer .
- 1.7 JVM reserve the right to accept any bid or reject any or all bids without assigning any reason thereof.
- 1.8 Offers not submitted as per the requirement of JVM as indicated in the "Invitation to Tender" are likely to be rejected.

2.0 **SCOPE OF WORK/SERVICE**

Manufacture and supply of Dual Desk as per specification of Annexure-II.

3.0 **Cost of Tender Document**

The tender (techno-commercial part-I) must be accompanied by Cost of Tender Document which is **non-refundable**, in the form of a Demand Draft drawn on any Nationalized Bank in favour of Jawahar Vidya Mandir, Ranchi for a value of Rs. 500/- (Rupees Five hundred only). Tender not accompanied by cost of Tender shall be liable for rejection.

4.0 **Validity of Rates:**

The rate quoted by the tenderer shall remain valid for a period of one year from the date of opening of price bids.

5.0 **Payment Terms**

100% payment shall be released within 20 days after Manufacture and supply of Dual desks on submission of bill along with receipted challan and certified copy from supervisor of the School.

6.0 **RESPONSIBILITY :**

The Manufacturer shall be responsible for the timely supply of the Dual Desks. The items shall be manufacture and delivered at JVM Shyamali School within 45 days from receipt of order copy.

7.0 Before quoting the rate sample may please be seen in the School on every **official day between 9.00 am to 1.00 pm.**

BN

Technical - Commercial Bid

ANNEXURE-II

Sl. no	General requirement:-	Confirmation the following points as mentioned below .
1.	<p>Single seater Dual Desk made of steel tubular frame of 1" square steel pipe of 16 gauge waterproof 19 mm thick Solid ply board laminated with Mysore teak glossy sunmica. Size as mentioned below:</p> <p>i) Size 31"x34", ii) Box Size 21"10"6" iii) front box Patti 18"x6" iv) Dual Desk top 21"x15" v) Seat 21"x11" & (Height -18") vi) Back 21"x7" vii) shelf will be same board, polished but without viii) sunmica Back will be slightly inclined. ix) Leg space 11" with an hook on each desk, x) All painted and polished rubber shoes on 4 legs. xi) You have to be use nut and volt instead screw.</p> <p style="text-align: right;">(Qty. reqd. 360 nos.)</p>	
2	Please quote your rates inclusive of GST.	
3	Consent regarding validity of tender for a period of one year from the date of opening of Price bids.	
4	Payment shall be released within 20 days.	
5	Mentioned the warranty period against any manufacturing defect.	
6	F.O.R (Jawahar Vidya Mandir, Shyamali, Ranchi).	
7	Name, address & telephone number of the agency / firm.	
8	Name, Designation, Address and telephone No. of authorized person.	
9	Copy of PAN card issued by Income Tax Department.	
10	GST No. (Please mention)	
11	<p>Details of Cost of tender documents:</p> <p>a) Amount: b) Demand Draft No: c) Date of issue: d) Name of issuing Bank:</p>	

This is to certify that I / We before signing this tender have read and fully understood about the requirement of the Dual Desk for JVM Shyamali, Ranchi.

Signature of the Tenderer with Seal

ANNEXURE – III

PRICE SCHEDULE FORMAT

Sl. no	Description of Dual Desks	Unit Rate	% of GST	Total Unit Price including GST.	Total Price of 360 nos.
1.	<p>Single seater Dual Desk made of steel tubular frame of 1" square steel pipe of 16-gauge waterproof 19 mm thick Solid ply board laminated with Mysore teak glossy sunmica. Size as mentioned below:</p> <ul style="list-style-type: none"> i) Size 31"x34", ii) Box Size 21"x10"x6", iii) front box Patti 18"x6", iv) Duel Desk top 21"x15", v) Seat 21"x11", & (Height -18") vi) Back 21"x7" vii) shelf will be same board, polished but without viii) sunmica Back will be slightly inclined. ix) Leg space 11" with an hook on each desk, x) All painted and polished rubber shoes on 4 legs. xi) You have to be use nut and bolt instead screw. <p style="text-align: center;">(Qty. reqd. 360 nos.)</p>				

Declaration by the Bidder:

I have carefully gone through the Tender Document (TENDER NO: JVM/OT-02/2026-27 dated 01/06/2026) regarding Manufacture and Supply of Dual Desk are acceptable to me.

Signature of the Tenderer
With seal