



पीएम श्री केन्द्रीय विद्यालय  
PM SHRI KENDRIYA VIDYALAYA  
ओट्टपालम  
OTTAPALAM



कार्यालय/Office : 0466-2244388  
आवास/Resi. :0466-2244788  
E-mail :  
principalkvottapalam@gmail.com  
Website : <https://pallapuram.kvs.ac.in>  
पालपुरम/ Palappuram,  
ओट्टपालम /Ottapalam  
पालक्काड जिला/ Palakkad Dt.  
केरल /Kerala-679 103

फ.सं.86/के वि ओ/2024-25/

दिनांक:29.07.2024

To,

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Sub : "Invitation for Quotations for supply of Vehicle Hire"

Sir/Madam,

PM SHRI Kendriya Vidyalaya, Ottapalam KENDRIYA VIDYALAYA Sangathan , a centrally funded Autonomous Body, is a Society registered under Societies' Registration Act, 1860. The Sangathan administers the Scheme of Kendriya Vidyalayas set up for imparting education to the children of transferable Central Govt. Employees.

2. Sealed competitive quotations from the genuine firms/contractors are invited by the undersigned on behalf of the Kendriya Vidyalaya Ottapalam for supply of contract carriages on hire as indicated below:

S.No.	Type of vehicle for hire
1	49 Seater Contract Carriage Tourist Bus
2	39 Seater Contract Carriage Tourist Bus
3	32 Seater Contract Carriage
4	27 Seater Contract Carriage
5	26 Seater Contract Carriage
6	20 Seater Contract Carriage
7	17 Seater Contract Carriage
8	14 Seater Contract Carriage
9	12 Seater Contract Carriage
10	9 Seater Contract Carriage

Only ideal persons suitable for driving vehicles for transporting school students as per guidelines are to be engaged.

3. Bid Price

- The contract shall be for the supply of the mentioned services to PM SHRI KV Ottapalam. The bidder will mention the unit price for the items, the actual requirement depends as per requirements. The bidder shall quote for items in the format of quotation attached. The bid document and quotation format can also be downloaded from the Vidyalaya web site <https://pallapuram.kvs.ac.in> and used for submitting bids. Corrections, if any, shall be made by crossing out, initialing, dating and rewriting.
- All duties, taxes and other levies payable by the bidder, shall be included in the quotation. However, the tax and duties leviable should be quoted separately.
- The rates quoted by the bidder shall be fixed for the duration of the contract (and shall be quoted in Indian Rupees only);
- Each bidder shall submit only one quotation;
- Telex or Facsimile quotations are not acceptable
- The firm should enclose supporting documents regarding registration of GST/ST/ITPAN/relevant certificate from MVD.

**4. Validity of quotations**

The quotation shall remain valid for 1 year from the date of quotation unless otherwise indicated and agreed to.

**5. Evaluation of quotations:**

The Purchaser will evaluate and compare the quotations determined to be substantially responsive, i.e., which are:

- a) properly signed, and
- b) conform to the terms and conditions and specifications.

The evaluation would be done for individual items/ Purchaser will award the contract to the responsive bidder whose total cost is the lowest based on requirements.

**6. Award of contract:**

- (a) The purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest price as per para 5 above;
- (b) The bidder whose bid is accepted will be notified of the award of the contract by the Office prior to expiration of the quotation validity period;
- (c) The Notification of Award to clearly specify any change in the unit price or any other terms and conditions accepted.
- (d) Normal commercial warranty/guarantee shall be applicable to the supplied goods;
- (e) Payment shall be made within 15 days after the delivery of goods/services and their acceptance;
- (f) Notwithstanding the above, the Purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations without assigning any reasons at any time prior to the award of the contract.

**7. Last date and time of receipt of quotations: 05.08.2024**

You are requested to submit the sealed quotations in the Tender Box / Office superscribed on the envelope as "*Quotations for transport hire*", due on 05.08.2024 latest by 02.30 **pm**. The quotations shall be opened on 05.08.2024 at 03.00 **pm** on the same day. The bidders or their representatives who choose to be present at the time of opening of quotation are invited to do so.

The purchaser looks forward to receiving the quotation and appreciate the interest of the bidders in the KV Ottapalam

Yours faithfully,

**Signature**

**Name: V SANTHOSH KUMAR**

**Designation: Principal**

**For and on behalf of the PM SHRI Kendriya Vidyalaya OTTAPALAM**

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पालप्पुरम, Palappuram,

ओट्टपालम / Ottapalam

पालक्काड जिला , Palakkad Dt.

CBSE Aff No: 900019

**FORMAT FOR QUOTATION OF TRANSPORT HIRE – for conducting Trips etc., for School Students**

S.NO	Type of Vehicle	Minimum Charge from starting point (School Gate of KV Ottapalam)	Distance up to which minimum charge is valid	Rate per km after minimum distance	Other charges if any (Please specify)		Remarks if any
1	49 seater Contract Carriage Tourist Bus						
2	39 Seater Contract Carriage						
3	32 Seater Contract Carriage						
4	27 Seater Contract Carriage						
5	26 Seater Contract Carriage						
6	20 Seater Contract Carriage						
7	17 Seater Contract Carriage						
8	14 Seater Contract Carriage						
9	12 Seater Contract Carriage						
10	9 Seater Contract Carriage						

1. NAME & ADDRESS OF THE FIRM/CONTRACTOR:

2. PAN :

3. Service Tax Registration No.:

4. GST :

Signature:

Name of proprietor/authorized signatory:

(Seal)

