



DELHI POLICE PUBLIC SCHOOL

B-4, SAFDARJUNG ENCLAVE, NEW DELHI-110029

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Ref. No: DPPS/ 391

Date : 01/08/18

Subject: - Supplying of Books to students of Delhi Police Public School, Safdarjung Enclave, New Delhi- 110029

Sir/Madam

Sealed quotation are invited on license fee basis, for supplying books as per list prepared by the school. The approximate strength of students is Approx.2000.

You are requested to submit your highest quotation as licence fee. The quotation should be sealed in duly super scribed "Quotation for Books Store". The last date & time of receipt of quotation is 16.8.2018 up to 10.00 am. Quotation will be opened at 10:30 am in the presence of the purchase committee & representative of firms. The sealed quotation must be dropped in the sealed box placed at the School office at Delhi Police Public School, B-4 Safdarjung enclave, New Delhi -11029.

The following terms and conditions must be followed:-

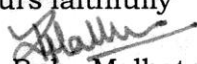
1. The books are to be provided as per prescribed syllabus and of identified publisher edition as per direction of the Principal of the school within the prescribed time period.
2. The payment towards book to the licence shall be made at the institution, on the basis of physical delivery of goods made.
3. The license fee in full has to be paid to advance to police Foundation for Education Delhi before permission to sell is granted. In case the license is not able to supply the books as per the school terms & requirement, in time, beside quality product the contract stands cancelled and licensee fee paid shall stand forfeited.
4. The quality of goods i.e. Books w.r.t quality of paper used, binding edition etc. delivery of these items will be monitored and checked by a

duly constituted committee. The outcome/ findings of the committee shall be binding on vendor and at no cost quality of product and timely delivery is to be compromised

5. The timing of operating the shop shall be as per directions of school Principal and has to be followed.
6. Rate quoted should specify the taxes, if applicable. Proof of registration with service Tax/ GST. is to be furnished along with the quotation, if tax is to be charged.
7. Undersigned reserves the right to reject any or all quotations, without assigning any reason.
8. Names of 2 schools where the firm has satisfactorily supplied the similar material is also to be given in the quotation for reference. Proof of providing services, to satisfaction, is also to be enclosed, from their School.
9. An agreement on non- judicial stamp paper has to be signed between Police Foundation for Education, Delhi and Licensee to above, before awarding of licensee right, agreeing to various terms and conditions, as laid down.
10. Earnest money in the form of DD favouring Delhi Police Public School for an amount of Rs.5000/- has to be submitted along with the quotation.
11. The final selling price of goods are required to be got approved from the Management
12. Experience of working in school is must.
13. Noncompliance of any term and condition shall be viewed seriously and School shall take action as deems fit, which include cancellation of contract.

14. After the expiry of the agreement , if the agreement is not renewed, the vendor shall vacate the premises on its own, failing which action shall be taken by the school as deems fit with cost.
15. In case the vender vacate the premises, any item or article of school shall be left by him in the same position as he had received at the time of occupying.
16. In case of any damage or repairing, vender shall himself bear the cost.
17. Any mishappening, incident, fire etc. takes place, the cost shall be borne by the vender himself.
18. Any kind of suspicious activity within School premises is noticed, the same shall be informed to school notice at the same by the vender.
19. If the vendor vacate the shop before the expiry of the agreement period, he shall not be refunded any amount/ licensee fee in any circumstances.
20. All the decision of the Principal shall be complied with by the vender.
21. The policies of the vender i.e selling, return, etc. should be in favour of students.
22. Any complained of the students shall be readdressed by the vender itself. In case, School receive any complained, decision of the School shall be final and binding.

Yours faithfully


Ms Ruby Malhotra
(Principal)