SAINIK SCHOOL GOALPARA
P.O. – RAJAPARA, DIST : GOALPARA (ASSAM), PIN – 783133
E-mail :ssgoalpara@sainikschoolsociety.in, Phone No. 9954981876

REQUEST FOR PROPOSAL(RFP)

Invitation of Annual Bids for 'SUPPLY OF FRESH RATION' Request for Proposal (RFP) No SSG/QM/3001/CONTRACT/FRESH RATION/2026 Dated 30 Jul 2026.

1. Bid in sealed cover is invited for Supply Fresh Ration as listed in part II RFP. Please super scribe the above mentioned Title, RFP number and date of opening of the bids on the sealed cover to avoid the bid being declared invalid.

2. The address and contact numbers for sending bids or seeking clarifications regarding this RFP are given below-

(a) Bids/queries to be addressed to	-	The Principal, Sainik School Goalpara
(b) Postal address for sending the Bids	-	As mentioned above
(c) Name /designation of the contact personnel	-	Lt Cdr Avnish Sethi, Adm Officer
(d) Telephone numbers of contact personnel	-	9954981876
(e) E-mail ids of contact personnel	-	ssgoalpara@sainikschoolsociety.org

3. This RFP is divided into five parts as follows:-

(a) **Part I**- Contains general information and instruction for the Bidders about the RFP such as the time, place of submission and opening of tenders, Validity period, Mode of tenders etc.

(b) **Part II**- Contains essential details of the items/services required, such as the Schedule of Requirements (SOR), Technical specifications, Delivery and Consignee details.

(c) **Part III** – Contains Standard Conditions of RFP, which will form part of the Contract with the successful Bidder.

(d) **Part IV** – Contains special Conditions applicable to this RFP and which will also form part of the contract with the successful Bidder.

(e) **Part V** - Other details.

4. This RFP is being issued with no financial commitment and the Buyer reserves the right to Change or vary any part thereof at any stage. Buyer also reserves the right to withdraw the RFP, Should it become necessary at any stage.

PART I- GENERAL INFORMATION

1. **Last date and time for depositing the Bids: 20 Aug 26 by 1700hrs.**

2. **Date and time for opening of Bids: 21 Aug 26 at 1600hrs.** If due to any exigency, the due date for opening of the bids is declared a closed holiday, the Bids will be opened on the next working day at the same time or on any other day/time, as intimated by the Buyer.

3. **One Bid System**: The Bid would be opened on the time and date as per mentioned date.

4. **Clarification regarding contents of the Bids:** During evaluation and comparison of bids, the Buyer may, at its discretion, ask the bidder for clarification of his bid. The request for clarification will be given in writing and no change in prices or substance of the bid will be sought, offered or permitted. No post-bid clarification on the initiative of the bidder will be entertained.

5. **Rejection of Bids:** Canvassing by the Bidder in any form, unsolicited letter and post-tender correction may invoke summary rejection with forfeiture of EMD. Conditional tender will be rejected.

6. **Unwillingness to quote**: Bidders unwilling to quote should ensure that intimation to this effect reaches before the due date and time of opening of the Bid, failing which the defaulting Bidder may be delisted for the given range of items as mentioned in this RFP.

7. **Validity of Bids**: The Bids should remain valid for 03 months from the last date of submission of the Bids.

8. Submission of Documents along with the Bid : The Bidder shall mandatorily submit the following documents along with their Bid :-

(a) Registration Certificate **or** Trade License of Firm.

(b) Valid GST Certificate

(c) Copy of PAN Card of Firm or Proprietor.

(d) Earnest Money DD, exempted for MSME (Certificate to be enclosed)

(e) Annual turnover of last 01 (one) year.

9. Successful bidder will submit 03 percent performance guarantee of value of the contract.

10. The period of the contract shall be extendable upto 03 (Three) months at the discretion of the Sainik School Goalpara.

Note:

1. **Black listed** : Bidder should not be black listed by the Central/ State Govt/ School.

2. **Bank Loan defaulter** : Bidder should not be bank loan defaulter in any bank.

3. In case of any false undertaking / violation, the tender may be cancelled without any reason prior given.

PART II-ESSENTIAL DETAILS OF ITEMS/SERVICES

Request for Proposal (RFP) No SSG/QM/3001/CONTRACT/FRESHRATION/2026 Dated 30 Jul 2026.

1. **Schedule of Requirements –** List of items/ services/ Supply Ordered is as follows :-

Sr No.	Description with feature & Specifications	Quantity Required	Basic price (Each)	Taxes on basic price	Total price	Remarks
(a)	Details are attached in Appendix-'A'	--	--	--	--	--

Vendor Signature with rubber stamp

2. **Technical Details:**

(Detail Tec Specification of item to be purchased/Service): Clear details of items are mentioned in the schedule of requirements.

3. **Delivery period –** Delivery/Installation period for supply of items would be as per the effective date of Supply Order. Please note that Supply Order can be cancelled unilaterally by the Buyer in case items are not received within the Supply Order delivery period. Extension of Supply Order delivery period will be at the sole discretion of the Buyer, with Applicability of LD clause.

4. **Consignee details -** Sainik School Goalpara, P.O. – Rajapara, Distt- Goalpara (Assam), Pin. 783133.

5. **Mode of Dispatch -** The store shall be dispatched to the consignee by supplier under his own arrangement and cost.

6. Container Pack – (**As per requirement**)

PART III – STANDARD CONDITIONS OF RFP

1. **JURISDICTION OF COURTS:** The District Court, Goalpara from where the acceptance of tender has been issued shall alone have jurisdiction to decide any dispute arising out of or in respect of the contract.

2. **Liquidated damages :**In the event of the seller's failure to submit the Bonds, Guarantees and Documents, supply the stores/goods and conduct trials, installation of equipment, training etc. as specified in this Supply Order, the Buyer may, at his discretion, withhold any payment until the completion of the Supply Order. The Buyer may also deduct from the Seller as agreed, Liquidated Damages to the sum of 0.5% of the Supply Order price of the delayed/undelivered stores/ services mentioned above for every week of delay or part of a week, subject to the maximum value of the Liquidated Damages being not higher than 10% of the value of delayed stores.

3. **Earnest Money Deposit:** Bidders are required to submit Earnest Money Deposit (EMD) for an amount of **Rs.1,50,000/- (Rupees one lakh fifty thousand only)**in the form of Demand Draft along with their bids. EMD is to remain valid for a period of forty-five days beyond the final bid validity period. EMD of the unsuccessful bidders will be returned to them at the earliest after expiry of the final bid validity and latest on or before the 30th day after the award of the contract. The EMD will be forfeited if the bidder withdraws or amends, impairs or derogates from the tender in any respect within the validity period of their tender.

4. **Termination of the Contract :** The Buyer shall have the right to terminate this contract in part or in full in any the following cases:-

   (a) The delivery of the material is delayed for not attributable to Force Majeure for more than (01 month) after the scheduled date of delivery.

   (b) The Seller is declared bankrupt or becomes insolvent.

   (c) The delivery of material is delayed due to causes of Force Majeure by more than 01 month.

   (d) The Buyer has noticed that the Seller has utilized the services of any Indian/foreign agent in getting this Supply Order and paid any commission to such individual/company etc.

   (e) As per decision of the Arbitration Tribunal.

5. **Notices :** Any notice required or permitted by Supply Order shall be written in the English Language and may be delivered personally or may be sent by FAX or registered pre-paid mail/ airmail, addressed to the last known address of the party to whom it is sent.

6. **Taxes and Duties**

   (a) **GST/ Any Other taxes**

      (i) if it is desired by the Bidder to ask for GST to be paid as extra, the same must be specifically stated. In the absence of any such stipulation in the bid, it will be presumed that the prices quoted by the Bidder are inclusive of sales tax and no liability of tax will be developed upon the Buyer.

      (ii) The taxes will be paid on basic price, sellers are not to be charge GST on service charges and other taxes unless permitted by law for which a copy of notification should be attached with invoice/Bill

      (iii) Remaining clauses as given in DPM refer http:www.mod.nic.in

7 **Inspection of Items & Work**

The items being supplied and works being carried out will be inspected by a board of members of SSG as nominated, on behalf of the Principal. A joint inspection will be carried out on completion of the work and works completion certificate needs to be issued by the Board for processing of payment.

8. **Release of payment**

The payment will be made through NEFT with-in one month of submission of bills.

9. Successful bidder will submit 3 percent performance guarantee of value of the contract.

10. The period of the contract shall be extendable upto 3 months at the discretion of the Sainik School Goalpara.

<u>PART IV – SPECIAL CONDITIONS OF RFP</u>

1. **Option Clause :** This Supply Order has an Option Clause, wherein the Buyer can exercise an option to procure an additional 50% of the original Supply Ordered quantity in accordance with the same terms & conditions of the present Supply Order. This will be applicable within the currency of Supply Order. It will be entirely the discretion of the Buyer to exercise this option or not.

2. **Repeat Order Clause -** This Supply Order has a Repeat Order Clause, wherein the Buyer can order upto 50% quantity of the items under the present Supply Order within six months from the date of successful completion of this Supply Order, cost terms &conditions remaining the same. It will be entirely the discretion of Buyer to place Repeat order or not.

3. **Payment terms for Indigenous Sellers –** 100% payment on completion of supply and acceptance by the user.

4. **Paying Authority:** Principal, Sainik School Goalpara

5. **Specification: *As per LPP & Schedule of Requirement*.**

6. **Packing and Marking:**

   (a) The Seller shall provide packing and preservation of the equipment and spares/goods Supply Ordered so as to ensure their safety against damage in the conditions of land, sea and air transportation, transhipment, storage and weather hazards during transportation, subject to proper cargo handling.

7. **Quality:-** The item should be fresh and as per specification at para 7& Part II.

8. Principal, Sainik School Goalpara reserves the right for cancellation of the tender/RFP without assigning any reason.

PART V – OTHER DETAILS

1. **Legal addresses of Buyer and Seller.**

SELLER

BUYER
Sainik School Goalpara
P.O. – Rajapara
Distt.Goalpara (Assam)
Pin. 783 133

Appendix-'A'

TENDER SCHEDULE
SUPPLY OF FRESH RATION AT SAINIK SCHOOL GOALPARA

EARNEST MONEY :1,50,000/-

FRUIT

Ser No.	Name of Commodity	Unit	Rate Per Kg
1	Apple	Kg	
2	Banana Malbhog	Kg	
3	Grapes (green)	Kg	
4	Grapes (Black)	Kg	
5	Guava	Kg	
6	Mango (Chaunsa)	Kg	
7	Mango Langra	Kg	
8	Mango Malda	Kg	
9	Orange	Kg	
10	Malta	Kg	
11	Papaya Ripe	Kg	
12	Pineapple	Kg	
13	Water Melon	Kg	
14	Kiwi	Kg	
15	Litchi	Kg	
16	Pomegranate	Kg	
17	Dates (dry)	Kg	
18	Big Berry (Kulbogori)	Kg	

VEGETABLE

Ser	Name of Commodity	Unit	Rate Per Kg
1	Ash Gourd (Winter Melon)	Kg	
2	Banana Raw	Kg	
3	Beans Lima	Kg	
4	Beet Root	Kg	
5	Bitter Guard	Kg	
6	Board Beans	Kg	
7	Bottle Guard	Kg	
8	Brinjal	Kg	
9	Cabbage	Kg	
10	Capsicum	Kg	
11	Carrot	Kg	
12	Cauliflower	Kg	
13	Chilly Green	Kg	
14	Cluster Beans (Gavar)	Kg	
15	Coconut Dry	Kg	
16	Colocasia	Kg	
17	Coriander leaves	Kg	
18	Corn (Makai)	Kg	
19	Cucumber	Kg	
20	Amaranth leaves	Kg	
21	Drumstick (Sahjana)	Kg	
22	French Beans	Kg	
23	Garlic	Kg	
24	Ginger Green	Kg	
25	Kohlrabi (Knolkhol)	Kg	
26	Ladies Finger (Okra)	Kg	
27	Mustard Green Veg.	Kg	

Ser	Name of Commodity	Unit	Rate Per Kg
28	Lemon	Nos	
29	Long Beans (Lobia)	Kg	
30	Mango Raw (Green)	Kg	
31	Mint leaves (Pudina Patta)	Kg	
32	Mushroom	Kg	
33	Olive Green	Kg	
34	Onion (not less than1.5 inch)	Kg	
35	Papaya Green	Kg	
36	Parwal (Pointed Gourd)	Kg	
37	Peas Green	Kg	
38	Potato (not less than 2.5 inch)	Kg	
39	Radish	Kg	
40	Red Pumpkin	Kg	
41	Ridge Guard	kg	
42	Snake Guard	Kg	
43	Spinach (Palak)	Kg	
44	Sponge Guard (bhol)	Kg	
45	Onion Greens (Pyaaz Saag)	Kg	
46	Squash (Butternut)	Kg	
47	Sweet Guard (Bhatkerela)	Kg	
48	Tamarind (Imli Fresh)	Kg	
49	Tender Coconut (Dab)	Nos	
50	Tomato	Kg	

Ser	Name of Commodity	Unit	Rate Per Kg
51	Tory Green	Kg	
52	Lai Saak Green	Kg	
53	Banana Flower (Koldil)	Kg	
54	Suka Tenga	Kg	
55	White Pith of Banana Plant (Kal Posola)	Kg	

Note.

1. All items should be fresh /FSSAI approved.

2. Rates may please be quoted various verities wise.

3. L1 will be decided on the lowest price of the maximum items subject to documents submitted as per the RFP. In case of need, the tender may be split amongst multiple vendors for various items based on quoted or negotiated L1 Pricing.

Date :

Signature : ………………………..

Name of Contractor : ………………………………

Mob No. ………………………………………

Address : ……………………………………

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Encl. Earnest Money DD No. …………………. Dt. ………………………..