# THE LAWRENCE SCHOOL

Lovedale, The Nilgiris - 643003

# NOTICE INVITING TENDER

## Tender for supply of Uniform
## (Additional clothing such as Track suit, House T Shirt etc, Black Shoes, Sweaters, Stationary items, School Bag ) to Students of The Lawrence School, Lovedale.

# THE LAWRENCE SCHOOL, LOVEDALE

## Tender notice

| | |
|---|---|
| Notice Inviting Tender No | **NIT/LSL/Supply of Uniform/2026 - 27** |
| Tender Inviting Authority | The Lawrence school, Lovedale |
| Place of availability of Tender Documents (NIT) | www.thelawrenceschool.org/tenders . No tender fee |
| Name of the Project Work | Supply of Uniform (additional clothing) & other items to students of The Lawrence School, Lovedale. |
| Address to send Prebid queries | purchase@thelawrenceschool.org/ qm@thelawrenceschool.org |
| Place for submission of bids | The Lawrence School, Lovedale |
| Address for communication | The Headmaster, The Lawrence School, Lovedale, The Nilgiris, Tamil Nadu- 643003 |
| Estimated cost | 1,40,00,000 ( One crore forty lakhs) |
| EMD amount | Rs 25,000/- |

LSL would endeavour to adhere to the following schedule:

| **Event** | **Date – Deadline** |
|---|---|
| Release of NIT | 07.08.2026 |
| Pre–bid queries (On Call) | 17.08.2026 |
| Last date and time for submission of bids | 27.08.2026 (03.00 PM) |
| Opening of Tender | Will be intimated later |

Telephone: 0423-2453433 & 2453307

email: purchase@thelawrenceschool.org & qm@thelawrenceschool.org

Bid Validity Period: 90 days from the date of opening of the tender.

**DISCLAIMER:**

The information contained in this NIT or subsequently provided to Applicants, whether in document or verbal or any other form by or on behalf of The Lawrence School, Lovedale, The Nilgiris, Tamil Nadu – 643 003, any of its employees or advisors, is provided to Applicants on the terms and conditions set out in this NIT document and such other terms and conditions subject to which such information is provided.

The purpose of this NIT document is to provide interested parties with information that may be useful to them in eliciting their proposals pursuant to this NIT document. This Tender document may not be appropriate for all persons, and it is not possible for the School, its employees or advisors to consider the investment objectives, financial situation and particular needs of each party who reads or uses this NIT document.

This NIT document includes statements, which reflect various assumptions and assessments made by the School in relation to the Contract. Such assumptions, assessments and statements do not purport to contain all the information that each Applicant may require.

The assumptions, assessments, statements and information contained in this NIT document, may not be complete, accurate, adequate or correct. Each Applicant should, therefore, conduct his/her own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments, statements and information contained in this NIT document and obtain independent advice from appropriate sources.

Information provided in this document to the Applicant(s) is on a wide range of matters, some of which depends upon interpretation of law. The information given is not an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. The School accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on law expressed herein.

The School, its employees and advisors make no representation or warranty and shall have no liability to any person, including any Applicant under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this NIT document or otherwise, including the accuracy, adequacy, correctness, completeness or reliability of the NIT document and any assessment, assumption, statement or information contained therein or deemed to form part of this NIT document or arising in any way in this NIT Stage.

## INDEX

## SECTION I – INTRODUCTION & SCOPE OF WORK

### INTRODUCTION:

The Lawrence School, Lovedale is a reputed Boarding School established in the year 1856 and children from many communities from all parts of the country study here. They are brought up in an atmosphere that fosters a spirit of co-existence and respects for the feelings and beliefs of others.

The Lawrence School, Lovedale, invites sealed tenders from reputed manufacturers/suppliers/dealers for the supply of uniforms, stationary items etc. for the students for the year from October 2026 to –September 2028. Interested and eligible bidders are requested to submit their bids as per the terms and conditions specified in this NIT.

### SCOPE OF WORK/SUPPLY:

The successful bidder shall be responsible for the supply of various types of uniforms and other items for the Students. The supply shall be as per the specifications and quantities detailed in **Section III: Technical Specifications and Quantities.**

**Scope of Work / Supply – A**: This clause includes manufacture, Supply, Packaging & delivery

### Uniform Composition:

Track Suit (Top and bottom)

- Material – Polyster - Cotton / Dry Fit
- Colour – School approved
- Size – As per size chart attached – Section III

### House T – Shirt:

- Colour: Red, Blue, Green, Yellow etc
- Material: Bio washed cotton / Dry fit
- Embroidery: School crest Logo
- Sizes: Complete range

**Woollen Sweaters:**

- Colour : Black
- Type : V Neck
- Material : Wool

**KEY REQUIREMENTS:**

- All uniforms must be made of high-quality, durable, and comfortable fabric suitable for the local climate.
- Fabric quality, colour fastness, stitching quality, and finishing are paramount.
- The school logo (embroidery/patch) must be incorporated as per design specifications.
- Sizes will be provided by the School, and the supplier may be required to take measurements of individual students at the school premises.
- Delivery must be made within the stipulated time frame.

## SECTION II
## INSTRUCTIONS TO BIDDERS

### 1. ELIGIBILITY CRITERIA:

Bidders must meet the following minimum eligibility criteria:

- The bidder must be a registered firm/company/proprietorship/ partnership engaged in the business of manufacturing/supplying uniforms for at least 3-5 years.
- Must have a valid GST registration and PAN.
- Must have an average annual turnover of at least INR 50 Lakhs during the last three financial years. (Attach audited financial statements).
- Must have successfully completed at least 2-3 similar supply orders of comparable value (e.g., uniforms for large institutions/schools/ Companies) in the last three years. (Provide copies of work orders/completion certificates).
- Must not have been blacklisted by any Central/State Government Department/PSU/Autonomous Body. (Self-declaration required).

### 2. TENDER DOCUMENT AVAILABILITY:

The tender document can be obtained from the Accounts Department, The Lawrence School, Lovedale, during working hours (10:00 AM to 3:00 PM) on working days. It can also be downloaded from the School's website **www.thelawrenceschool.org/tenders**.

### BID SUBMISSION PROCEDURE:

Bidders are required to submit their bids in a Two-Bid System (Technical Bid and Financial Bid) in separate sealed envelopes, clearly superscribed:

- **Envelope 1: "TECHNICAL BID - SUPPLY OF UNIFORMS"**
  - This envelope should contain:
    - Tender Document
    - Copy of NIT document duly signed and stamped on each page as acceptance of terms.
    - All documents proving eligibility criteria (GST, PAN, Turnover certificates, Work Orders, etc.).
    - **Technical specifications, fabric / item samples, proposed designs, and any other relevant technical details as per Section III**
    - Self-declaration regarding non-blacklisting.
    - Company profile and experience details.

- **Envelope 2: "FINANCIAL BID - SUPPLY OF UNIFORMS"**
    - This envelope should contain the financial offer as per **Section IV: Financial Bid Format**, clearly indicating unit prices, total cost, taxes, and any other charges. Prices should be quoted in Indian Rupees (INR) only.

Both envelopes (Technical Bid and Financial Bid) should then be placed in a larger third sealed envelope, superscribed **"TENDER FOR SUPPLY OF UNIFORMS (Additional clothing & other items) - NIT No. NIT/LSL/Supply of Uniform/2026-27** and addressed to:

The Headmaster
The Lawrence School, Lovedale, The Nilgiris – 643 003 Tamil Nadu.

Bids must be deposited in the Tender Box kept at the School Office on or before the last date and time of submission. Bids received after the stipulated date and time will not be entertained.

**Purchase Preference Para 1.11.2 as per GFR 2024:** Procurement Policy for Micro & Small Enterprises (MSEs).

- **The Policy**: From time to time, the Government of India (Procuring Entity) lays down procurement policies to help inclusive national economic growth by providing long-term support to micro, small and medium enterprises, and disadvantaged sections of society. The Procurement Policy for Micro and Small Enterprises, 2012 [amended 2018 and 2021] has been notified by the Government in the exercise of the powers conferred in Section 11 of the Micro, Small and Medium Enterprises Development (MSMED) Act, 2006, which is mandatory to be followed by Central Government Ministries/ Departments/ Public Sector Undertakings. Details of the policy, along with the amendments issued in 2018,23 and 2021,24 are available on the MSME website25.
- Facilities for MSE: a) Reduced Transaction Costs: To reduce the transaction cost of doing business, MSEs will be facilitated by providing them tender documents free of cost, exempting MSEs from payment of earnest money deposits, and adopting e-procurement to bring transparency in the tender process. However, exemption from paying Performance Bank Guarantee/ Security Deposit is not covered under the policy.

### 1.11.3 Procurement Preference to Make in India (MII policy)

Purpose: To encourage 'Make in India' and promote manufacturing and production of goods and services in India with a view to enhancing income and employment, Department of Promotion of Industry and Internal Trade (DPIIT), Ministry of Commerce and Industry, Government of India, issued Public Procurement (Preference to Make in India), Order 201729. The order is issued pursuant to Rule 153 (iii) of GFR, 2017. The Order is applicable to the procurement of Goods, Works, and Services30. For this Order:

a) 'L1' means the lowest tender or lowest bid, or the lowest quotation received in a tender, tender process or other procurement solicitation as adjudged in the evaluation process as per the tender or other procurement solicitation.

b) 'Local Content' means the amount of value added in India which shall, unless otherwise prescribed by the Nodal Ministry, be the total value of the item procured (excluding net domestic indirect taxes) minus the value of imported content in the item (including all customs duties) as a proportion of the total value, in percent.

### 3. COST OF BIDDING:

- The Bidder shall bear all costs associated with the preparation and submission of the bid. The Lawrence School, in no case, will be responsible for these costs regardless of the conduct or outcome of the bidding process.
- The bidder is required to examine all instructions, forms, terms and specifications in the Bid documents. Failure to furnish all or any of the information required as per Bid document or submission of the bids not substantially responsive to the Bid documents in every respect will be at the bidder's risk and may result in rejection of the bid.
- A prospective bidder requiring any clarification on the Bid documents shall notify the School in writing. The School shall respond in writing to any request for the clarification of bid document which it receives not later than 3 days prior to the date of opening of Tender
- Documents required to be submitted for establishing Bidder's Eligibility and Qualifications. In case of non-receipt of following documents, the tender may summarily be rejected.

- The Bidder shall furnish the particulars of past performance with supporting documents.
- The Bidder shall also furnish a copy of Registration of GST or a recent Receipt of GST Deposit.

## 4. AMENDMENT TO BID DOCUMENT:

- At any time, prior to the date of submission of bid, The Headmaster may, for any reason whether at his own initiative or in response to a clarification required by a prospective bidder, modify the bid documents by amendments.
- The amendments shall be notified in writing to all prospective bidders and these amendments will be binding on them.

## 5. BID FORM:

The bidder shall complete the bid form and the appropriate price schedule furnished in the bid document covering the supplies to be made and price schedule as per **Section–IV**, **strictly in the prescribed proforma and the rates quoted shall be inclusive of all taxes etc. i.e. rate should be quoted “all inclusive”.**

**Bidders are not allowed to submit multiple bids**

## 6. BID PRICE:

- The supplier shall quote as per Price Schedule given in Section IV for all types of items given in the schedule of requirement.
- The price quoted by the bidder shall remain fixed during entire period of contract and shall not be subject to variation on any account. A bid submitted with an adjustable price quotation will be treated as non-responsive and rejected.
- The price quoted will be increased based on the raw material & wage inflation on proper submission to support the price hike based on price index of material involved in the consecutive years.
- Similarly in case of price reduction, the school to provide documents supporting the claim. It will be reviewed on mutually agreed terms.
- ‘Discount‘or extra charges if any mentioned by the bidders shall not be considered unless these are specifically indicated in the price schedule.

## 7. EVALUATION:

The Evaluation Committee shall evaluate the bids to determine whether they are complete, whether any computational errors have been made, whether documents have been properly submitted and whether bids are generally in order.

a. The technical bids will be opened first and the commercial bids of only those technically qualified bids will be opened later on a given date and time.

b. If there is a discrepancy between words and figures, the amount in words shall prevail prior to detailed evaluation. The Evaluation Committee will determine the substantial responsiveness of each bid to the bid document. A substantially responsive bid is one, which confirms to all the terms and conditions of the bid documents without material deviation. A bid determined as substantially non-responsive will be rejected by The Headmaster, The Lawrence School, Lovedale.

c. The Evaluation Committee shall evaluate in detail and compare the substantially responsive bids and comparison of bids shall be on the price of the services offered inclusive of all levies and charges as indicate the price schedule in Section V of the bid document.

## 8. SECURITY DEPOSIT:

- The Successful bidder shall submit Rs 2,00,000( Two Lakh) as security deposit within 15 days from the date of receipt of the award letter.

- No interest will be paid on the Earnest Money Deposit and Security Deposit from the date of its receipt until it is refunded.

- The EMD of the bidders, who are not qualified under the Technical bid, shall be refunded.

## 9. AWARD OF CONTRACT:

The Headmaster, The Lawrence School, Lovedale shall consider placement of purchase order to the bidder whose offers have been found technically, commercially and financially acceptable. The bidder shall keep the stock in reserve and supply as and when required by the students.

Earnest money deposit & Security Deposit of the successful Vendor/ Supplier shall be forfeited, if he/she refuses or neglects to execute the order within the time frame as specified by the school.
The School will provide space for godown on rental basis for issue of items.

### 10. RIGHT TO VARY QUANTITIES:

The Headmaster, The Lawrence School, Lovedale reserves the right at the time of award of contract to increase or decrease the quantity of items specified in the schedule of requirements without any change in rates of the offer or other terms and conditions.

### 11. ANNULMENT OF AWARD:

Failure of the successful bidder to comply with the requirement of purchase order shall constitute sufficient ground for the annulment of the award in which event The Headmaster, The Lawrence School, Lovedale may make the award to any other bidder at the discretion of The Headmaster, The Lawrence School, Lovedale or call for new bids.

### 12. PERIOD OF VALIDITITY OF BIDS:

The bid shall remain valid for 90 days after the date of opening of bids. A bid valid for a shorter period shall be rejected by The Headmaster, The Lawrence School, Lovedale as non-responsive.

A Bidder accepting the request of The Headmaster, The Lawrence School, Lovedale for an extension to the period of bid validity, in exceptional circumstances, will not be permitted to modify bid.

### 13. AGREEMENT AND DELIVERY:

- Successful bidder shall enter into a contract agreement with the School.
- Uniforms and other items are to be kept in store and deliver as and when required by the students.
- Delay beyond the stipulated time will attract penalties as decided by the Headmaster, The Lawrence School, Lovedale.

### 14. RIGHT TO ACCEPT OR REJECT:

The School reserves the right to accept or reject any or all tenders without assigning any reason thereof and does not bind itself to accept the lowest tender.

### 15. PAYMENT TERMS

The bidder has to submit their bill duly signed by the students and counter signed by the in-charge representative. Payment will be made within 15 working days.

### 16. CANCELLATION OF BID:

The Headmaster, The Lawrence School, Lovedale reserves the right to cancel the bid (Tender) partly or fully without assigning any reason. ***Any clause of the tender may be relaxed by The Headmaster, The Lawrence School, Lovedale.***

**Clauses applicable as per Manual of Procurement of Goods - 2024**

#### 9.8.1 Breach of Contract

1. In case the contractor undergoes insolvency or receivership, neglects, or defaults or expresses inability or disinclination to honour his obligations relating to the performance of the contract or ethical standards or any other obligation that substantively affects the Procuring Entity's rights and benefits under the contract, amount to a breach of Contract. Such defaults could include inter-alia:

**a) Default in Performance and Obligations:** If the contractor fails to deliver any or all the Goods or fails to perform any other contractual obligations (including Code of Integrity or obligation to maintain production capability (equipment & manufacturing facilities) based on which contract was awarded) within the period stipulated in the contract or within any extension thereof granted by the Procuring Entity it shall be treated as a breach of Contract.

**b) Insolvency**: If the contractor or any partner thereof, shall at any time, be adjudged insolvent or shall have a receiving order or order for the administration of his estate made against him or shall take any proceeding for composition under any Insolvency Act for the time being in force or make any conveyance or assignment of his effects or 219

Chapter 9: Contract Management the firm be dissolved under the Partnership Act, the Procuring Entity may consider it as a breach of Contract.

**c) Liquidation**: if the contractor is a company being wound up voluntarily or by order of a Court or a Receiver, Liquidator or Manager on behalf of the Debenture-holders is appointed, or circumstances shall have arisen which entitle the Court or Debenture holders to appoint a Receiver, Liquidator or Manager, the Procuring Entity may consider it as a breach of Contract.

2. As soon as a breach of contract is noticed, a show-cause 'Notice of Default' shall be issued to the contractor, giving two weeks' notice, reserving the right to invoke contractual remedies. After such a show-cause notice, all payments to the contractor would be temporarily withheld to safeguard needed recoveries that may become due on invoking contractual remedies. If there is an unsatisfactory resolution, remedial action may be taken immediately.

**9.8.2 Termination of Contract for Default**

1. In the event of an unsatisfactory resolution of 'Notice of Default' within two weeks of its issue as per para above, the Procuring Entity, if so decided, shall by written 'Notice of Termination for Default' sent to the contractor, terminate the contract in whole or in part, without compensation to the contractor. Before cancelling the contract and taking further action, it may be desirable to obtain legal advice. Such termination shall not: a) Prejudice or affect the rights and remedies which have accrued and/ or shall accrue to the Procuring Entity after that. b) affect the performance of the contract to the extent not terminated unless otherwise instructed by the Procuring Entity, c) extinguish warranty obligations of the contractor for the goods already supplied, if any.

2. If the contract is terminated in whole or in part, additionally, recourse may be taken to any one or more of the following actions: a) Temporarily withhold payments due to the contractor till recoveries due to invocation of other contractual remedies are complete. b) Call back any loaned property or advances of payment, if any, with the levy of interest rate (e.g., the interest rate of the General Provident Fund – GPF) prevailing on the date of release of advance payment, plus 2% to be compounded quarterly. c) Recover liquidated damages and invoke the denial clause for delays. d) Prefer claims against insurance, if any. e) Encash and/ or Forfeit performance security or f) Invoke any other contractual securities, g) Initiate proceedings in a court of law for the transgression of the law, tort, and loss, which are not addressable by the above means.

### 9.8.4 Frustration of Contract

Upon a supervening cause occurring after the effective date of the contract, including a change in law beyond the control of either party, whether because of the Force Majeure clause or within the scope of section 56 of the Indian Contract Act, 1872, that makes it impossible to perform the contract within a reasonable timeframe, the affected party shall give a 'Notice of Frustration Event' to the other party giving justification. The parties shall use reasonable efforts to agree to amend the contract as may be necessary to complete its performance. However, if the parties cannot reach a mutual agreement within 60 days of the initial notice, the Procuring Entity shall issue a 'Notice for Determining the contract' and terminate the contract as per para 9.8.3 above, due to its frustration, without repercussions on either side.

### 9.3.8 Liquidated Damages (LD)

Compensation of loss on account of late delivery (actually incurred as well as notional) where loss is pre-estimated and mutually agreed to is termed as Liquidated Damages (LD). The law allows recovery of pre-estimated loss provided such a term is included in the contract, and there is no need to establish actual loss due to late supply. However, it would strengthen the Procuring Entity's rights if it were established and kept on record that inconvenience and loss have been caused due to the delay in supplies, though the loss cannot be exactly quantified, and hence liquidated damages are applicable as a genuine pre-estimate of the loss.

### 7.6.5 Splitting of Contracts/ Parallel Contracts

1. Unless otherwise stipulated in TIS/ AITB, there shall be no parallel orders or splitting quantities among more than one Bidders.

2. However, after due processing, if it is discovered that the quantity to be ordered is more than what the L1 bidder alone is capable of supplying and there was no prior declaration in the tender documents to split the quantities, then the quantity being finally ordered may be distributed among the other bidders in a manner that is fair, transparent and equitable based on objective data available in the bids, e.g. eligibility criteria, Quantity/ Delivery etc: 169 Chapter 7:

Bid Evaluation and Award of Contract

a) As far as feasible, counteroffer the L1 rate to such firms.

b) If distribution at the counter-offered rate is not feasible, then distribution may be done at the rates quoted by such bidders if their rates are still within the zone of reasonableness.
3. In case of the critical/ vital/ safety/ security nature of the item, large quantity under procurement, urgent delivery requirements and inadequate vendor capacity, it may be advantageous to decide in advance to have more than one source of supply. In such cases, a parallel contract clause should be added to the tender documents, clearly stating that Procuring Entity reserves the right to split the contract quantity between suppliers. The manner of deciding the relative share of the lowest bidder (L1) contractor and the rest of the contractors/bidders should be clearly defined, along with the minimum number of suppliers sought for the contract. In the case of splitting in two and three, the ratio of 70:30 and 50:30:20, respectively, may be used – a different ratio may also be justified. These ratios are approximate, and the Procuring Entity may marginally vary quantities to suit capacity/ past performance of the bidder/ unit loads of packing or transportation/ relative ranking of the bids/ delivery period offered/ existing load of Bidder and other similar factors affecting smooth supplies as per requirements. Since such predefined splitting of quantity can potentially encourage cartel formation, the procuring entity may stipulate that the bidders must quote at least for a minimum percentage (say a minimum of the ratio of distribution – i.e., 30% or 20% in case of 70:30; 50:30:20 respectively) of the total tender quantity to be considered responsive bidder.

4. The following guidelines are to be considered while opting for parallel contracts in either case (sub-para 2 or 3 above):

a) L1 should be awarded at least the percentage mentioned above or his quoted quantity/ spare supply capacity, whichever is lower.

b) In case the quantity thus allocated for L1 is less than the prescribed percentage, higher percentages than those stipulated in the Tender document for L2 (and L3 bidders, and so on, as applicable) may be considered for allocation to cover the entire tender quantity.

c) For the rest of the contract quantity, the lowest rate accepted will be counter-offered to the L2 party. On acceptance of the counter-offer, the order will be placed on L2 for the respective percentage (or increased percentage as per the sub-clause above) or the quoted quantity/ spare supply capacity of the L2 bidder, whichever is lower and so on to other higher bidders. In case of non-acceptance of the counter-offer by the L2 party or in case of allocated quantity being short of L2's stipulated/ increased percentage, a similar offer shall be made to L3 and L4, and so on.

d) In case of shortfalls from the prescribed/ increased percentages, the percentage of allocation of bidders in sequence (L2, L3, etc.) may be proportionately increased (on the lines of sub-para b) above), and if unavoidable, more bidders than the minimum number specified may be considered, to cover the entire tender quantity, keeping the sanctity of ranking of bidders. If it is still not possible to cover the entire tender quantity, there would be no alternative but to retender the uncovered quantity.

e) In case higher-priced bidders do not agree to match the L1 price, action as per sub para 2-b) above may be considered.

5. In either situation (sub-para 2. and 3. above), before splitting the quantity, distribution shall be subject to i) purchase preference to MSME and ‘Class I Local Supplier’ (under Make in India Order) and ii) rates of L1 being considered reasonable and i 170 Manual for Procurement of Goods, Second Edition, 2024 negotiation if permissible as per para 7.6.9, with the L1 party may be carried out before splitting of quantities, with the approval of the CA, otherwise there would be no alternative, but to retender the requirement. 7.6.6 Reasonableness of Prices

Signature

# SECTION III

## TECHNICAL SPECIFICATIONS UNIFORMS & OTHER ITEMS

| Sl no | Item | Brand | Specification |
|---|---|---|---|
| 1 | Track Suit | Adidas / Mafatlal | Size S 1 to Size XXL |
| 2 | Track Top | Adidas / Mafatlal | Size S 1 to Size XXL |
| 3 | Track Pant | Adidas / Mafatlal | Size S 1 to Size XXL |
| 4 | Black Shorts | Brief Net Lining | Size 28 to 44 – 120 gsm |
| 5 | House T Shirt ( Four Colours) | 70% Cotton 30% Polyester | Size 30 to 44 – 320 gsm |
| 6 | Journey T Shirt | 70% Cotton 30% Polyester | Size 30 to 44 – 320 gsm |
| 7 | Black Sweater | Acro Wool Deffodil yarn | Size 28 to Size 44 - 350 gsm to 400 gsm |
| 8 | White Warm vest – Full arm (Thermal) | Cotton | 200 gsm to 300 gsm |
| 9 | Black Riding Pant | Terricotton | Size 24 to Size 38 |
| 10 | Sweat Shirts (Hoody) Black | 65% Cotton 35% Polyester | Size XS to Size XXL 300 gsm to 350 gsm |
| 11 | Grey T Shirt | | Size XS to Size XXL 120 gsm to 150 gsm |
| 12 | Black Pant | | Measurement 100 gsm to 120 gsm |
| 13 | Rain Coat | Duckback | Various size |
| 14 | Black Socks | | |
| 15 | Bath Robe | | |
| 16 | Vest / Slips | Cotton | Size 70 to Size 105 |
| 17 | Black Leather shoes | Bata | Size 2 to Size 11 |

| | | | |
|---|---|---|---|
| 18 | Bathroom Slippers | | |
| 19 | Riding boot | Leather | Size 2 to Size 11 |
| 20 | Chester, Muffler | | |
| 21 | Gumboot | Branded | |
| 22 | Gloves, Woolen caps, Sleeping bags | | |
| 23 | Night suit | Cotton | |
| 24 | Bath Towels | Branded | Size 60 X 30 |
| 25 | Sandal's | Power | |
| 26 | Woolen stocking black with red border | | |
| 27 | Lock, Umbrella, Handkerchief, Coat hanger | Branded | |
| 28 | Add gel pen – Blue & Black | Achiever | |
| 29 | Black Shoe Polish, Shoe brush – Two in one & Shoe Shinner | Kiwi | |
| 30 | Tooth Paste & Brush | Colgate | |
| 31 | Colour pencil,Eraser,Pencil, Plastic scale Full & Half,Sharpner | Faber Castle | |
| 32 | Geometry Box | Camilin | |
| 33 | Lip Care | Himalaya | |
| 34 | Nail Cutter | Branded | |
| 35 | Sketch Pen | Luxor | |
| 36 | Soap | Dove | |
| 37 | Tooth Brush | Oral-B | |
| 35 | Sanitary Pad | Whisper | |
| 36 | Ball Pen | Cello | |
| 37 | School Bag | Customized | |
| 38 | ID Card with Pouch | | |
| 39 | Lapel Pin | | School Logo |

# SECTION – IV

## FINANCIAL BID

| Sl no | Item | Rate Per No | Remarks |
|---|---|---|---|
| 1 | Track Suit | | |
| 2 | Track Top | | |
| 3 | Track Pant | | |
| 4 | Black Shorts | | |
| 5 | House T Shirt ( Four Colours) | | |
| 6 | Journey T Shirt | | |
| 7 | Black Sweater | | |
| 8 | White Warm vest – Full arm (Thermal) | | |
| 9 | Black Riding Pant | | |
| 10 | Sweat Shirts (Hoody) Black | | |
| 11 | Grey T Shirt | | |
| 12 | Black Pant | | |
| 13 | Rain Coat | | |
| 14 | Black Socks | | |
| 15 | Bath Robe | | |
| 16 | Vest / Slips | | |
| 17 | Black Leather shoes | | |
| 18 | Bathroom Slippers | | |
| 19 | Riding boot | | |
| 20 | Chester, Muffler | | |
| 21 | Gumboot | | |
| 22 | Gloves, Woolen caps, Sleeping bags | | |
| 23 | Night suit | | |
| 24 | Bath Towels | | |

| Sl no | Item | Rate Per No | | Remarks |
|---|---|---|---|---|
| 25 | Sandal's | | | |
| 26 | Woolen stocking black with red border | | | |
| 27 | Lock, Umbrella, Handkerchief, Coat hanger | | | |
| | | **MRP** | **Rate per no** | |
| 28 | Add gel pen – Blue & Black | | | |
| 29 | Black Shoe Polish, Shoe brush – Two in one & Shoe Shinner | | | |
| 30 | Tooth Paste & Brush | | | |
| 31 | Colour pencil,Eraser,Pencil, Plastic scale Full & Half,Sharpner | | | |
| 32 | Geometry Box | | | |
| 33 | Lip Care | | | |
| 34 | Nail Cutter | | | |
| 35 | Sketch Pen | | | |
| 36 | Soap | | | |
| 37 | Tooth Brush | | | |
| 35 | Sanitary Pad | | | |
| 36 | Ball Pen | | | |
| 37 | School Bag | | | |
| 38 | ID Card with Pouch | | | |
| 39 | Lapel Pin | | | |

# SECTION V

## Bidder Information Sheet

| | | |
|---|---|---|
| Name of the Tenderer | : | |
| Mail Id | : | |
| Contact No. | : | |
| Alternate Contact No. | : | |
| Full Postal Address of Tenderer | : | |
| PAN Card No | : | |
| GST Registration No | : | |

**Tenderer's Bank Details:**

| | | |
|---|---|---|
| Name of A/c Holder | : | |
| Bank Name | : | |
| Branch Name | : | |
| A/c No | : | |
| IFS Code | : | |

**Signature of the Tenderer**.

# SECTION VI

## CERTIFICATE OF NON-PARTICIPATION OF NEAR RELATIVES IN THE TENDER

(to be submitted by each partner in case of partnership firms / Companies on the letter head of the company)

## CERTIFICATE

I________________________________________S/o ________________________________
Resident of____________________________hereby certify that none of my relatives as defined is (are) employed in The Lawrence School, Lovedale as per details given in tender document. In case, at any stage, it is found that the information given by me is false /incorrect The Headmaster, The Lawrence School, Lovedale shall have the absolute right to take any action as deemed fit/without any prior information to me.

Signature of the Proprietor / Partner.

# SECTION-VII

## DECLARATION

I/We……………………...........................................................................................

...........................................................................................................................

................ ………Proprietor/Partner(s) hereby declare that the Firm / Company namely

M/s .......................................... has not been black-listed or debarred in the past by any other Government or Semi- Government Organization from taking part in tenders.

Was / were black-listed/debarred by any other Government or Semi-Government Organization (Name of the Organization_________________________________) from taking part in tenders for a period of ............ years w.e.f. ...................

The period is over on ................. and now I/We/firm/Company am/are/is entitled to take part in the tenders from ..................................

In case the above information is found false at any time, I/We am/are fully aware that the tender/contract will be rejected/cancelled by The Headmaster, The Lawrence School, Lovedale and the EMD shall be forfeited.

**Date:** **Signature of the Tenderer with seal.**