



# THE LAWRENCE SCHOOL

Lovedale, The Nilgiris - 643003

## REQUEST FOR PROPOSAL

FOR

**PROCUREMENT OF HORSES**

## **Request For Proposal (RFP) Notice**

Notice Inviting RFP No.	<b>LSL/RFP/Stable-Horses/2025-26</b>
RFP Inviting Authority	The Lawrence school, Lovedale
Place of availability of RFP Documents	<a href="http://www.thelawrenceschool.org/tenders">www.thelawrenceschool.org/tenders</a>
The contact Person	Mr. Sapkal Prakash
Name of the Project Work	Procurement of horses
Address to send Prebid queries	hodriding@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
LSL would endeavour to adhere to the following schedule:	
Event	Date – Deadline
Issue of RFP	11.02.2026
Last date for submission of Queries	27.02.2026
Last date for Proposal submission	03.03.2026
Opening of Proposals	Will be intimated later

Telephone: 0423-2453302

email: [hodriding@thelawrenceschool.org](mailto:hodriding@thelawrenceschool.org)

**DISCLAIMER:**

The information contained in this RFP 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 RFP document and such other terms and conditions subject to which such information is provided.

The purpose of this RFP document is to provide interested parties with information that may be useful to them in eliciting their proposals pursuant to this RFP document. This RFP 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 RFP document.

This RFP 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 RFP 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 RFP 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 RFP document or otherwise, including the accuracy, adequacy, correctness, completeness or reliability of the RFP document and any assessment, assumption, statement or information contained therein or deemed to form part of this RFP document or arising in any way in this RFP Stage.

## **1. Invitation for Proposals:**

The Lawrence School, Lovedale (hereinafter referred to as "the School"), a reputed boarding residential school, invites sealed proposals from reputed, experienced and competent breeders, equestrian farms, riding clubs and authorized suppliers for the **supply of horses for the School's Riding / Equestrian Activity.**

The School proposes to procure horses suitable for student riding, training and basic equestrian sports, in accordance with the terms and conditions set out in this Request for Proposal (RFP).

## **2. Background of the School:**

The Lawrence School, Lovedale is an established co-educational boarding school providing holistic education with emphasis on academics, sports, outdoor education and co-curricular activities. Riding and equestrian training form an important part of the School's sporting and character-building program.

The School intends to strengthen its riding program by procuring well-trained, healthy and student-friendly horses.

## **3. Scope of Requirements:**

The horses are to meet the following requirement:

1. Age : Between 04 and 06 years
2. Breed : Thoroughbred/Half warm Blood / Warm Blood
3. Certified medically fit by VET surgeon, Free of any physical injury or any internal or external defect.
4. Good temperament and confirmation (without any vices like biting, kicking, air sucking).
5. Coggins and Glanders medical test cleared.
6. No history of Equine Influenza, Free from Nasal/Respiratory disorders.
7. Should have complete medical documents, VET certificates, Immunization certificates, Identification certificate/Passport, Mandatory test from a recognized LAB.

8. Minimum height of 15.2 Hands. (157.48 cms)
9. Ascertain the sporting ability of horse for playing Polo, Show Jumping, Tent pegging and other Equestrian events.
10. Ability of horse to canter on both the legs and execute a flying change without getting disconnected.
11. Location of the horse.
12. Numbers: 05

#### **4. Eligibility Criteria:**

The bidder must meet the following minimum eligibility requirements:

1. Minimum 05 years of experience in breeding, training or supplying horses.
2. Prior experience of supplying horses to schools, academies, clubs, armed forces or similar institutions.
3. Access to proper breeding/training facilities.
4. Availability of qualified veterinary support.
5. Ability to transport horses safely to Lovedale.
6. Not blacklisted by any Government / Educational Institution.

#### **5. Technical Proposal Requirements:**

Proforma for submission of Technical Bid:

Sl. No.	Description	Compliance to RFP specification. <b>Yes/No</b>	In case of non-compliance, deviation from RFP to be specified in unambiguous terms
1	Age: Between 04 and 06 years Sex: Mare/Geld Height: Not less than 15.2 Hands (157.48 cms)		
2	Breed: Thoroughbred Horse. Half warm blood/ warm blood		

3	Certified medically fit by VET surgeon, free of any physical injury or any internal or external defect.		
4	Coggins and Glanders medical test cleared. No history of EIA, Equine Influenza and free from nasal/respiratory disorders		
5	Complete medical documents, VET certificates, Immunization certificates, Identification certificate/Passport. Mandatory tests from a recognized lab.		
6	Ascertain the sporting ability of horse for playing polo, show jumping, tent pegging and other equestrian events.		
7	Ability of horse to canter on both the legs and execute a flying change without getting disconnected.		
8	Location of the horse		
9	Details of transportation arrangements		
10	Past experience and client references		
11	Declaration regarding non-blacklisting		

#### **6. Submission of Bids:**

The bid must be submitted in two separate sealed envelopes:

- **Envelope 1: Technical Bid:** Containing all documents related to eligibility, experience and other technical details outlined in clause 5.
- **Envelope 2: Financial Bid:** Containing the financial offer as per the prescribed format.
- Both envelopes should be enclosed in a larger sealed envelope super-scribed “RFP-Procurement of horses”.
- Incomplete tenders not adhering to the specified format will be rejected.

- The School reserves the right to accept or reject any or all tenders without assigning any reason thereof.
- Bids with any pre-conditions or additional conditions other than the conditions prescribed and submitted by the applicant will summarily be rejected at the time of opening of bids.
- The Rates quoted should include Duties/ Taxes/ Levies/ GST / Transportation Charges/Octroi/any other taxes, if any, etc.
- The successful bidder will be required to furnish a Performance Security Deposit of 10% of the total contract value, valid for 3 months beyond the date of completion of the entrusted work.
- All legal disputes shall be subject to the jurisdiction of Courts in Ooty, Tamilnadu.

**Opening of Bids:**

- The tenders will be opened by the committee formed by the School and not in presence of the bidders. In case of poor response, the School reserves rights to extend the last date of issue & submission of tender forms.
- The decision to accept or reject any or all bids without assigning any reason thereof and also not bound to accept the highest tender, whatever and if considered necessary, to award the contract to more than one contractor, will rest with the Headmaster, The Lawrence School, Lovedale.
- Tenders submitted without fulfilling the prescribed conditions / incomplete in any respect are liable to be rejected.

**Evaluation of Tenders:**

- The technical bids of the tenderers will be opened first by the committee formed by the School and the financial bids of only those tenderers who technically qualify will be opened later.
- The financial bids will be evaluated based on item rates quoted in Financial bid.
- The decision of the committee in the evaluation of the tenders shall be final. No correspondence will be entertained outside the process of negotiation / discussion with the committee.

- Any approach from the applicant or his representative, trying to influence the decision on the tender, officially or otherwise, shall render the tender liable to be summarily rejected. The committee has been empowered to take the final decision regarding the tender.

## **7. Inspection and Trial**

1. The School reserves the right to physically inspect the horses at the bidder's premises.
2. Trial riding and temperament assessment may be conducted.
3. Final selection shall be subject to satisfactory inspection and trial.

## **8. Delivery and Acceptance:**

1. Horses shall be delivered at the School premises at Lovedale.
2. Delivery shall be completed within 60 days from issue of Purchase Order.
3. Acceptance shall be subject to veterinary examination by the School's nominated veterinarian.

## **9. Payment Terms**

1. Payment shall be made after successful delivery and acceptance.
2. Payment schedule:
  - 80% after delivery
  - Balance 20% after acceptance and completion of documentation

## **10. General Terms and Conditions (GFR & Welfare Compliant)**

1. The procurement shall follow **General Financial Rules (GFR)** applicable to educational institutions.
2. The School shall adopt a **Two-Cover System** comprising Technical Bid and Financial Bid.
3. **Performance Security:** Successful bidder shall furnish Performance Security @ 10% of contract value within 15 days of award.
4. **Animal Welfare Compliance:** All horses must be treated humanely and in accordance with applicable animal welfare laws and best practices.

5. **Insurance:** Each horse must be insured for mortality and major medical risks for a minimum period of ONE year from date of delivery.
6. **Veterinary Examination:** Final acceptance shall be subject to examination by the School's nominated veterinarian.
7. **Replacement Clause:** Any horse found unfit, aggressive or unsuitable within 03 months of delivery shall be replaced at no extra cost.
8. **Risk & Liability:** The supplier shall be responsible for risks during transportation until successful handover.
9. The School reserves the right to accept or reject any or all bids without assigning reasons.
10. Any dispute shall be subject to jurisdiction of courts at Nilgiris / Tamil Nadu.

**Annexure – A:**

**Financial Proposal Format:**

Sl. No.	Description	Unit Cost (₹)	Qty	Total (₹)

**Annexure - B**  
**Bidder Information Sheet**

Name of the bidder :

Office Address :

Office Contact Number :

Company Email ID :

Website :

PAN Card Number :

GST Registration Number :

Name of the Proprietor :

Contact Number of the Proprietor:

Proprietor Email ID :

Nature of Current Business/Trade :

Year of establishment :

EMD Particulars :

**Key Contacts**

Service Contact No : Email Id:

Sales Contact No : Email Id:

Alternate Contact No: Email Id:

**Bidder's Bank Details:**

Name of A/c Holder :

Bank Name :

Branch Name :

A/c Number – SB or CA :

IFS Code : .....

**Signature of the tenderer.**

**Annexure - C**

**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.

Date:

**Signature of the Tenderer with seal.**