



Eklavya Model Residential School Lukhadiya
(An Autonomous organisation under Ministry of Tribal Affairs),
Government of India

At-Lukhadiya, Post-Nalu, Ta-Dhanpur, Dist-Dahod (Gujarat) 389382
Email: emrslukhadiya@gmail.com Web: www.emrslukhadiya.org.in
School disc code 24180407806, CBSE Affiliation No:420116 SSC INDEX 75.0468



F: EMRS/Lukhadiya/2025-26/OW-

Date:

To

M/s. _____,

SUB: Tender for supply of MILK, MILK PRODUCT NAD SWEETS Items - reg.

Sir,

Sealed quotation is invited by the undersigned for the Supply of MILK, MILK PRODUCT NAD SWEETS **Items** as per the list given in the Proforma. The quotation should be sent under strong sealed cover marked as 'quotation for the supply of MILK, MILK PRODUCT NAD SWEETS **Items** and must reach to this office by **Registered post/hand latest by 12.06.2026 up to 04:00 P.M. positively.**

The terms and conditions for submission of the tender are as Under:

1. The tenderer shall have to deposit earnest money deposit of **Rs. 5,000.00** for the supply of MILK, MILK PRODUCT & SWEETS **Items** by **Demand Draft / Cheque only** in favour of **"EKLAVYA MODEL RESIDENCIAL SCHOOL LUKHADIYA"** Payable at STATE Bank of INDIA, DHANPUR Branch, Dahod along with the tender form.
2. In the event of the quotation being accepted, the Earnest Money Deposit will be adjusted towards Security Deposit.
3. The Security Deposit will not carry any interest. The proceeds of the security deposits shall be payable to the purchaser as compensation for any loss resulting from the supplier's failure to complete its obligation under the contract, if required.

(Name and Signature of the Bidder along with seal of the Agency)

Procurement/Supply of MILK, MILK PRODUCTS SWEET & SNACKS

Items Eligibility Criteria & ATC

1. All MILK, MILK PRODUCTS SWEET & SNACKS supplied must be **fresh, hygienic, and of good quality**. Rotten, damaged, or low-quality items will **not be accepted**.
2. The supplier must provide **supply as per requirement of the school mess**. Quantity may **increase or decrease depending on requirement**.
3. Daily Supply must be delivered **Everyday before the specified time (e.g., 7:00 AM)** at the school mess/store.
4. Delivery must be made at **Eklavya Model Residential School Lukhadiya, District Dahod** or the place specified by the authority.
5. The rates quoted will remain **valid for the contract period** and cannot be increased without approval.
6. All items will be **weighted and verified by the mess/store in-charge** at the time of delivery.
7. If any item is found **spoiled, out dated, expired or of poor quality**, the school has the right to **reject the supply and ask for replacement immediately**.
8. Transportation charges will be **borne by the supplier**.
9. Payment will be made **monthly after verification of bills** and supply records.
10. Supplier must ensure that **items are transported in clean containers and hygienic conditions**.
11. If the supplier fails to deliver items on time or supplies poor-quality items, the school may **impose a penalty or cancel the contract**.
12. The school authority has the **right to terminate the contract at any time** if the supplier fails to follow the terms and conditions.
13. Any dispute will be **resolved under the jurisdiction of the concerned district authority**.
14. The bidder must not have been blacklisted or debarred by any Government department, PSU, or organization. A self-declaration on the firm's letterhead stating that the bidder has not been blacklisted must be submitted with the bid.
15. The department reserves the right to increase or decrease the quantity of items depending upon the actual requirement of the school mess during the contract period.
16. Preference may be given to suppliers located within the State of Gujarat in accordance with applicable procurement policies in order to ensure timely delivery and proper supply management.
17. The final decision regarding technical qualification of bidders shall be taken by the Evaluation Committee during the technical evaluation process. The decision of the Committee shall be final and binding.

(Name and Signature of the Bidder along with seal of the Agency)

18. Bidders must send EMD amount as per GFR 170 in the form of Bank draft/FDR/Bankers Cheque/Bank Guarantee from any commercial bank of India however relaxation may be given in EMD as per GFR 170.
19. Submission of Performance Security Money is compulsory for the successful bidder. No exemption will be granted to any bidder including MSME, Startup, OEM, or any other category claiming exemption.
20. The successful bidder shall submit Security Money equivalent to 5% of the total contract value in the bank account of EMRS Lakhadiya.
21. The Performance Security Money must be deposited in the EMRS office within 7 days of issuance of the Work Order / Purchase Order. Failure to deposit the Performance Security Money within the stipulated time may lead to cancellation of the order and award of the contract to the next eligible bidder.
22. The Performance Security Money shall remain valid for the entire contract period and shall be released only after successful completion of the contract and certification by the competent authority that all contractual obligations have been fulfilled satisfactorily.
23. In case of breach of contract, non-supply of items, supply of substandard items, or violation of any terms and conditions, the Performance Security Money shall be liable to be forfeited partially or fully as decided by the competent authority.
24. Performance Security must be submitted to the EMRS office in hard copy after award of the contract.
25. The bidder must submit the following documents duly self-attested with stamp and signature or send to school by post or hand along with tender fee cost of Rs 250/- in the form of DD/Banker's cheque payable to "Eklavya Model Residential School Lakhadiya" before the last date of submission. Any how it is not accepted in cash form.

Documents required

26. PAN Card, Aadhaar Card, Self-Declaration regarding non-blacklisting, Nagar Palika or Wholesale Market certificate issued to Firm for the shop.
 27. The buyer reserves the absolute right to cancel or terminate the tender process or the awarded contract at any stage without assigning any reason.
 28. The buyer may terminate the contract at any time if it is found that the supplier has failed to comply with the terms and conditions of the tender, supplied substandard items, delayed delivery, or violated any statutory or contractual obligations.
 29. In such circumstances, the decision of the buyer shall be final and binding on the bidder/supplier, and no claim for compensation, damages, or loss of business shall be entertained.
 30. The buyer also reserves the right to terminate the contract in public interest or due to administrative reasons without any liability.
- (Name and Signature of the Bidder along with seal of the Agency)

31. The work/supply order will be issued on a monthly basis up to 31 March 2027 excluding vacation period. However, the tender shall be valid up to 31 March 2027 from the date of issue of work order or until a new tender procedure is completed, whichever is earlier.
32. The rate should be quoted in the financial bid on the prescribed form given by EMRS its own website.
33. The quoted rates shall remain valid up to 31 March 2027 from the date of issuance of work order.
34. Two months prior notice should be submitted to the Principal, EMRS Lukhadiya, if the supplier wishes to discontinue the contract.
35. If the bidder withdraws, amends, or alters the tender during the validity period, the bidder may be suspended and will not be allowed to participate in new tenders for the next one year.
36. The supplier must deliver MILK, MILK PRODUCTS SWEET & SNACKS regularly as per the requirement of the school mess during the contract period. The delivery schedule will be communicated by the Mess Committee or authorized school authority.
- 37. Delivery must be made at:**
Eklavya Model Residential School Lukhadiya,
At Lukhadiya Post Nalu , Tal- Dhanpur, Dist:- Dahod,
Gujarat
38. All transportation, loading, and unloading expenses shall be borne by the supplier.
39. The supplier must ensure proper packaging and safe transportation of items to prevent damage, contamination, or spoilage.
40. All supplied items shall be subject to inspection by the Mess Committee or authorized school officials. Only items meeting the required quality standards will be accepted. Any rejected items must be replaced immediately by the supplier without any additional cost.
41. The school reserves the right to conduct random quality checks or laboratory testing if required.
42. Payment shall be made only after successful delivery, verification, and acceptance of items by the authorized school authorities.
43. No advance payment shall be made under any circumstances.
44. Payments may be processed on monthly basis depending on the delivery schedule and verification of supplied items.
45. The buyer reserves the right to inspect the storage facility or supply chain of the bidder before awarding the contract.
46. In case of any dispute arising out of this contract, the matter shall be resolved as per the provisions of the Indian Arbitration and Conciliation Act, 1996.

(Name and Signature of the Bidder along with seal of the Agency)

47. The buyer reserves the right to accept or reject any bid without assigning any reason. The final quantity of items may increase or decrease depending upon the actual requirement of the school mess during the contract period.
48. The department reserves the right to increase or decrease the quantities depending upon the actual requirement of the school mess. The quantities of items required under this tender are based on the approximate requirement of the school mess. However, the exact quantity of each item is not fixed.
49. The successful tenderer/bidder may be asked to supply MILK, MILK PRODUCTS SWEET & SNACKS to the respective stores as per time-to-time requirement of particular items.
50. All the items coming to the hostels will have to undergo a security check at the main gate.
51. In the event of failure on the part of the supplier to supply the material in accordance with the conditions mentioned herein, the Institute shall have the right to make alternative arrangements at the cost and risk of the supplier.
52. The material shall be of the best quality and as per the specifications demanded. If at any stage these are found unsuitable or substandard, they shall be liable to be rejected by the institute and the decision shall be final and binding on the supplier.
53. Since 100% inspection of commodities may not be possible at the time of supply, the supplier shall be responsible for replacing all such materials which, upon inspection or actual use, are found unsuitable or below the required standard.
54. The supplier shall maintain a proper date-wise record of all indents placed by the unit for effecting supplies. Supplies must be accompanied by properly dated challans mentioning the quantity ordered and quantity supplied for each item.
55. The supplier shall be personally responsible for the quality and quantity of the materials supplied and in case any adulterated or substandard material is supplied, the supplier shall be liable for action under relevant laws.

(Name and Signature of the Bidder along with seal of the Agency)

Undertaking

To,

Sub: Procurement of **MILK, MILK PRODUCTS SWEET & SNACKS** for EMRS

Lukhadiya-DAHOD,GUJARAT

Ref:- Tender/BID ID No. _____ due on _____

Dear Sir,

We have read and understood all the terms and conditions mentioned in your above referred Tender and we have no doubts whatsoever regarding the same.

We undertake that all the terms & conditions mentioned in your above referred tender are acceptable and binding on us and if the information/declaration/scanned documents furnished in respect of eligible criteria are found to be wrong or misleading at any stage, our firm/agency will be liable to punitive action.

(Name and Signature of the Bidder along with seal of the Agency)

UNDERTAKING

To,

Sub: Procurement of **MILK, MILK PRODUCTS SWEET & SNACKS** for EMRS Lukhadiya-
DAHOD,GUJARAT.

Ref:-Tender/BIDID No. _____ due on _____

Dear Sir,

I/We here by confirm and declare that we, M/s -----, is not
blacklisted/ De-registered/ debarred by any Government department/ Public Sector
Undertaking/ Private Sector/ or any other agency for which we have Executed/ Undertaken
the works/ Services during the last 5 years.

(Name and Signature of the Bidder along with seal of the Agency)

Annexure-C

Affix duly attested
PP size colour
recent photograph
of the bidder or his
authorized
representative

1.Name of bidding firm/Agency	
2.Address of bidder/firm/Agency	
3.Name,Designation,Address and Telephone No of Authorized person of Firm/Agency to deal with	
4. Please specify as to whether Bidder is sole proprietor/Partnership firm,Name and Address, Telephone No.	
5.Name of Manufacturer(if bidder is authorized firm/agency)	
6.Name,Designation,Address and Telephone No and E-Mail ID of Authorization issued on behalf of Manufacturer.	

(Name and Signature of the Bidder along with seal of the Agency)

Tender Form No: __

Date of issue: _____

Address of the Firm: -

TENDER FEE Rs. 250/-

MOBILE NO: _____

EMAIL ID: _____

To
The Principal
EMRS Lukhadiya

**QUOTATION FOR SUPPLY OF MILK, MILK PRODUCTS SWEET & SNACKS FOR THE YEAR
2026.-2027
(Valid upto 31/03/2027)**

Sr. No.	Name of items	Specification	Rate in Rs. (Per kg/ per liter/ per pc)
1	Milk 1 litre STD MILK 4.5 % Fat, SNF 8.5 %	Taza	
2	Milk 5 litre STD MILK 4.5 % Fat, SNF 8.5 %	Taza	
3	Milk 1 litre STD MILK 4.5 % Fat, SNF 8.5 %	Gold	
4	Milk 5 litre STD MILK 4.5 % Fat, SNF 8.5 %	Gold	
5	Buttermilk 1 litre	Best quality	
6	Ghee Deshi- kg	Best quality	
7	Gulab Jamun- kg	Best quality	
8	Pedda- kg	Best quality	
9	Burfee- kg	Best quality	
10	Jalebee- kg	Best quality	
11	Pedda Sada kg	Best quality	
12	Plain Mava- kg	Best quality	
13	Panneer per kg	Best quality	
14	Malai pedda kg	Best quality	
15	Curd 5 kg Packet	Best quality	
16	Kesar pedda kg	Best quality	

17	Kaju Burfee kg	Best quality	
18	Rasgulla kg	Best quality	
19	Motichoor Laddu kg	Best quality	
20	Besan Laddu kg	Best quality	
21	Gujya kg	Best quality	
22	Sev bareek kg	Best quality	
23	Mix Namkeen kg	Best quality	
24	Banana Chips	Best quality	
25	Kaju Full	Best quality	
26	Kaju Half	Best quality	
27	Salted Kaju kg	Best quality	
28	Dharwar Pedda	Best quality	
29	Potato chips	Best quality	
30	Milk Cake per kg	Best quality	

Notes:

1. Any conditions from the bidder will not be accepted.
2. Tender form must be signed and stamped by the bidder.
3. Fresh vegetables and fruits must be supplied to the school.
4. Supply should be according to the demand of the school.
5. If supply is not provided on time, items may be purchased from the open market and the extra cost will be recovered from the bill.

(Name and Signature of the Bidder along with seal of the Agency)

The rates are inclusive of CGST& SGST taxes, levies, Transportation, charges , freight etc. Enclosed EMD DD No. _____ Date _____ Rs _____.

GST / CST/ Regd. No.

Shop Loc. No

Date:

Signature

Name and Address of the shop

With Rubber stamp and phone number