

JAWAHAR VIDYA MANDIR, SHYAMALI, RANCHI-2

INVITATION TO TENDER

Ref: JVM/OT-01/2026-27

Date 28.04.2026

Sub: Printing and Supply of Main answer sheets and suppl. answer sheets to Jawahar Vidya Mandir, Shyamali,Ranchi

DESCRIPTION OF WORK.	PRINTING AND SUPPLY OF MAIN ANSWER SHEETS AND SUPPL. ANSWER SHEETS TO JAWAHAR VIDYA MANDIR, SHYAMALI, RANCHI.
LAST DATE, TIME AND PLACE OF RECEIPT OF TENDER.	ON OR BEFORE 12.05.2026 BY 12.00 NOON IN OFFICE OF PRINCIPAL JVM SHYAMALI,RANCHI-83402
DATE & TIME OF OPENING OF TENDER.	12.05.2026 AT 1.00 PM IN JVM SHYAMALI, RANCHI
REFERENCE NO. OF TENDER .	JVM/OT-01/2026-27

Dear Sir,

We have pleasure in enclosing herewith the tender document as detailed below related to Printing and supply of Answer sheets and supplementary Answer sheets to JVM Shyamali and would invite you to submit your best offers in sealed cover so as to reach us on or before the due date and time as mentioned above.

- | | | |
|------|--------------|----------------------------|
| i) | Annexure-I | : Instruction to tender |
| ii) | Annexure-II | : Technical and commercial |
| iii) | Annexure-III | : List of items |
| iv) | Annexure-IV | : Price format |

Thanking you,

Yours faithfully,
For Jawahar Vidya Mandir Shyamali


(B.N. Jha)

Principal (Acting)

Principal

Jawahar Vidya Mandir
Shyamali, Ranchi

Page 1 of 6

(Instruction of tender)

1.0 **SUBMISSION OF TENDER:**

- 1.1 Only those party can participate in tender enquiry who has GST NUMBER.
1.2 The party should belong to Ranchi District, third party bidder is not allowed.
1.3 Tender shall be submitted in separate sealed cover, in two parts, as mentioned below.

1.4 **Part-I :TECHNO COMMERCIAL BID (Unpriced)**

Part-1 of the offer shall contain a copy of the complete invitation to Tender duly signed and stamped by the bidders as a token of acceptance to the terms and conditions of the Invitation of Tender.

1.5 **Part-II: PRICE BID**

The Price bid shall be submitted in the prescribed format enclosed at Annexure-IV. Both sealed envelopes viz Part-I and Part-II shall be put in a separate sealed cover which shall superscribe "Tender Number & date" The sealed cover containing sealed Part-I & Part-II envelopes shall be sent to the following address.

To
The Principal (Acting)
Jawahar Vidya Mandir Shyamali,
P.O.Doranda, Dist. Ranchi-834 02

- 2.0 JVM reserve the right to accept any bid or reject any or all bids without assigning any reason thereof.
3.0 Offers not submitted as per the requirement of JVM as indicated in the "Invitation to Tender" are likely to be rejected.
4.0 The techno-commercial bid will be opened in presence of the bidders representative on 12.05.2026 at 1.00 pm. Bidders are requested to depute their authorized representative.
5.0 **Price evaluation criteria:- Item wise L1 bidder will be evaluated .**
6.0 Price bid will be opened only for techno-commercially eligible tenderer.

7.0 **SCOPE OF WORK:**

- i) Above items printing and supply at F.O.R. Jawahar Vidya Mandir Shyamali
ii) Main Answer sheets and supplementary answer sheets must have thread tie hole.
iii) Answer sheets and supplementary answer sheets must be Printed and serial numbered on front pages
iv) First page must be perforated of items sl no 1 & 2
v) Quality of paper for Main Answer sheets and supplementary answer sheet must be 60 GSM.
vi) Price should be inclusive GST.
vii) All the material will be printed after proof verification.


Principal
Jawahar Vidya Mandir
Ranchi

Terms and Conditions:-

8.0 **Cost of Tender Document**

The tender (techno-commercial part-I) must be accompanied by Cost of Tender Document, which is **non-refundable**, in the form of a Demand Draft/At Par Cheque drawn on any Nationalized Bank in favor of Jawahar Vidya Mandir, Ranchi for a value of Rs. 500/- (Rupees Five hundred only). **Tender not accompanied by cost of Tender shall be liable for rejection**

9.0 **Validity of Rates:**

The rate quoted by the tenderer shall remain valid for a period of one year. It shall come into force from the date of issue of the work order by JVM Shyamali. Purchaser shall have the option to procure different items from different bidders as per L1 rates.

10.0 **Payment Terms**

100% payment shall be released within 20 days after supply of printing items on submission of bill along with receipted challan and certified copy from Concerned deptt. of the School.

11.0 **Time Schedule**

12.0 The successful tender shall be required to complete the printing and supply of above item within **4 (four) weeks from date of receipt of work order.**

13.0 If Tenderer does not execute the said work within the stipulated time a penalty of Rs.100/- per day will be deducted from the bill.

14.0 **In the event the supplied material is not conforming to the ordering specification and approved paper, the material so supplied will be rejected without paying any price compensation.** The decision of JVM in this regard will be final.


Principal
Jawahar Vidya Mandir

Technical - Commercial Bid

Sl no.	General requirement:-	Please confirm
1	Name, address & telephone number of the agency / firm	
2	Copy of PAN card issued by Income Tax Department	
3	Copy of GST issued by Govt. of India	
4	Please submit your sample paper of 60 GSM for all answer sheets .	
5	Please quote your rates for all answer sheets on 60 GSM papers only inclusive of GST .	
6	Consent regarding validity of tender for a period of one year. It shall come into force from the date of issue of the work order by JVM Shyamali.	
7	Payment shall be released within 20 days.	
8	Successful tenderer shall be required to complete the printing and supply within 4 (four) weeks from date of receipt of order.	
9	Details of Tender Cost Money Deposit: a) Amount: b) Demand Draft / Banker's Cheque No: c) Date of issue: d) Name of issuing Bank:	
10	All printed items F.O.R to (Jawahar Vidya Mandir, Shyamali,Ranchi)	

This is to certify that I / We before signing this tender have read and fully understood about the requirement of the printing items for JVM Shyamali, Ranchi

Signature of the tenderer with Seal


Principal
Jawahar Vidya Mandir
Ranchi

JAWAHAR VIDYA MANDIR, SHYAMALI, RANCHI-2

Ref: JVM/OT-01/2026-27

Date 28.04.2026

List of items

Sl. No.	Description of items	Qty. aprox. reqd.
1	Main Answer sheet of 24 pages with one sheet graph paper size 22.5x28.5 on 60 GSM Papers -Horizontal (for Secondary and Sr. Secondary Section.)	4800 nos.
2	Main Answer sheet of 20 pages size 22.5x28.5 cm on 60 GSM Papers Horizontal (for Secondary and Sr. Secondary Section.)	20000 "
3	Main Answer sheet of 8 pages size 28.5x22.5 cm on 60 GSM Papers for (Primary and secondary Section.)	31000 "
4	Main Answer sheet of 4 pages size 28.5x22.5cm on 60 GSM Papers for(Primary and Secondary Section)	70000 "
5	Supplementary Answer sheets of 4 pages size 28.5x22.5 cm on 60 GSM paper for Secondary Section.	30000 nos.
6	Supplementary Answer sheet of 4 pages size 28.5x22.5 cm on 60 GSM Papers for Sr. Secondary Section and Sec. Section - (Horizontal)	12000 "
7	Supplementary Answer sheet of 2 pages size 28.5x22.5 cm with 1" Margin on 60 GSM Papers for class (Primary) Section.	14000 "
8	Main Answer sheet four ruled(English)of 2 pages size 28.5x22.5cm with 1" Margin on 60 GSM Paper . for (Pre-Primary Section).	2000 nos.
9	Main Answer sheet four ruled(English)of 4 pages size 28.5x22.5cm with 1" Margin on 60 GSM Paper . for (Pre-Primary Section).	2000 nos.
10	Main Answer sheet double ruled(Hindi)of 2 pages size 28.5x22.5cm with 1" Margin on 60 GSM Paper . for (Pre-Primary Section).	2000 nos.
11	Main Answer sheet double ruled(Hindi)of 4 pages size 28.5x22.5cm with 1" Margin on 60 GSM Paper . for (Pre-Primary Section).	2000 nos.
12	Main Answer sheet Square ruled(Math's)of 2 pages size 28.5x22.5cm with 1" Margin on 60 GSM Paper . for (Pre-Primary Section).	2000 nos.
13	Main Answer sheet Square ruled(math's) of 4 pages size 28.5x22.5cm with 1" Margin on 60 GSM Paper . for (Pre-Primary Section).	2000 nos.

Specification of Main Answer Sheets and Supplementary answer sheets may be collected from Accounts Section, in JVM Shyamali, Ranchi 9.00 am to 12.00 noon on all working day.

pages 5 of 6


Principal
Vidya Mandir

PRICE SCHEDULE FORMAT

Annexure-IV

Sl. No.	Description of items	Qty.aprox. reqd.	Rates	% of GST	Total price
1	Main Answer sheet of 24 pages with one sheet graph paper size 22.5x28.5 on 60 GSM Papers - Horizontal (for Secondary and Sr. Secondary Section.)	4800 nos.			
2	Main Answer sheet of 20 pages' size 22.5x28.5 cm on 60 GSM Papers Horizontal (for Secondary and Sr. Secondary Section.))	20000 "			
3	Main Answer sheet of 8 pages' size 28.5x22.5 cm on 60 GSM Papers for (Primary and secondary Section.)	31000 "			
4	Main Answer sheet of 4 pages' size 28.5x22.5cm on 60 GSM Papers for(Primary and Secondary Section)	70000 "			
5	Supplementary Answer sheets of 4 pages size 28.5x22.5 cm on 60 GSM paper for Secondary Section.	30000 "			
6	Supplementary Answer sheet of 4 pages size 28.5x22.5 cm on 60 GSM Papers for Sr. Secondary Section and Sec. Section -(Horizontal)	12000 "			
7	Supplementary Answer sheet of 2 pages size 28.5x22.5 cm with 1" Margin on 60 GSM Papers for class (Primary) Section.	14000 "			
8	Main Answer sheet four ruled(English)of 2 pages size 28.5x22.5cm with 1" Margin on 60 GSM Paper . for (Pre-Primary Section).	2000 nos.			
9	Main Answer sheet four ruled(English)of 4 pages size 28.5x22.5cm with 1" Margin on 60 GSM Paper . for (Pre-Primary Section).	2000 nos.			
10	Main Answer sheet double ruled(Hindi)of 2 pages size 28.5x22.5cm with 1" Margin on 60 GSM Paper . for (Pre-Primary Section).	2000 nos.			
11	Main Answer sheet double ruled(Hindi)of 4 pages size 28.5x22.5cm with 1" Margin on 60 GSM Paper . for (Pre-Primary Section).	2000 nos.			
12	Main Answer sheet Square ruled(Math's)of 2 pages size 28.5x22.5cm with 1" Margin on 60 GSM Paper . for (Pre-Primary Section).	2000 nos.			
13	Main Answer sheet Square ruled(math's) of 4 pages size 28.5x22.5cm with 1" Margin on 60 GSM Paper . for (Pre-Primary Section).	2000 nos.			

Signature of the tenderer with Seal