

RFP (TENDER BID)

Army Public School Miran Sahib
TCP Kharian, Miran Sahib
PO Miran Sahib Jammu
Tehsil RS Pura & District Jammu
Jammu & Kashmir (UT) – 181101

RFP/PROP-FD/2025-26/APSMS
29 Nov 2025

REQUEST FOR PROPOSAL (RFP) AGAINST OPEN TENDER ENQUIRY (OTE) IN TWO BID SYSTEM

INVITATION OF BIDS FOR PROCUREMENT OF TWENTY COMPUTER SYSTEMS FOR ARMY PUBLIC SCHOOL MIRAN SAHIB

1. The Tender is invited on behalf of Chairman of Army Public School Miran Sahib through advertisement published in *Amar Ujala*, *Times of India* and *Daily Excelsior* newspaper (TWO BID SYSTEM). Bids are invited for "Procurement of Twenty computer systems for Army Public School Miran Sahib". Please subscribe the above mentioned title, RFP number and date of opening of the Bids on the sealed cover to avoid the Bids being declared invalid. Request for Proposals along with other terms and conditions are uploaded on school website: apsmiransahib.in. Army Public School will be hereinafter referred to as the Buyer or purchaser.
2. Critical dates for the tender are as below:

S No	Event	Date (Tentative)	Time
2.1	Date of Publication of Tender	30 Nov 2025	1200 hrs
2.2	Start date of clarification	30 Nov 2025	0900 hrs
2.3	End date of clarification	06 Dec 2025	1300 hrs
2.4	Pre Bid meeting start date	30 Nov 2025	1000 hrs
2.5	Pre Bid meeting end date	06 Dec 2025	1300 hrs
2.6	Start date for submission of tender /Bids	30 Nov 2025	0900 hrs
2.7	End date for submission of bids	14 Dec 2025	1400 hrs
2.8	Bid Opening date	15 Dec 2025	1030 hrs
2.9	Technical Evaluation	15 Dec 2025	1030 hrs
2.10	Financial Bid Opening	On approval of CFA	—
2.11	Award of Contract (AOC)	On approval of CFA	—

3. Failure to submit technical bid documents will render the bid invalid at the technical evaluation stage itself. The project will be treated as a Turnkey Project and bidders will be required to bid for all items/services. Piecemeal bids will be considered as invalid.
4. The address and contact numbers for sending Bids or seeking clarifications regarding this RFP are as under:

4.1. Bids/Queries to be addressed to -

Army Public School, Miran Sahib
PO Miran Sahib Jammu
Tehsil RS Pura & District Jammu
Jammu & Kashmir (UT) – 181101.



4.2. Postal address for sending the Bids -

Principal
Army Public School Miran Sahib
TCP Kharian, Miran Sahib
PO Miran Sahib Jammu
Tehsil RS Pura & District Jammu
Jammu & Kashmir (UT) – 181101

4.3. Name/designation of the contact personnel -

Mrs Ritu Sharma, Principal
Army Public School Miran Sahib
TCP Kharian, Miran Sahib
PO Miran Sahib Jammu
Tehsil RS Pura & District Jammu
Jammu & Kashmir (UT) – 181101

4.4. Telephone numbers of the contact personnel -

Mob – 9419265839
Phone – 01923293066
3236 (Army)

4.5. E-mail ID of contact personnel -

apsmiransahib@awesindia.edu.in
www.apsmiransahib.in

4.6. Fax -

Nil

5. **Earnest money** : Rs 24,000/- (Rupees twenty four thousand only)

6. **Tender fee** : Rs 100/- (Rupees one hundred only)

7. This RFP is divided into five parts as follows :

7.1. **Part I.** Contains General Information and Instructions for the Bidders about the RFP such as critical date and time, place of submission and opening of tenders, validity period of tenders etc.

7.2. **Part II.** Contains essential details of the items/services required, such as the Schedule of Requirement (SOR), technical specifications, delivery period, mode of delivery and consignee details.

7.3. **Part III.** Contains standard conditions of RFP which will form part of contract with the successful bidder.

7.4. **Part IV.** Contains special conditions applicable to this RFP and which will also form part of the contract with the successful bidder.

7.5. **Part V.** Contains evaluation criteria and format for price bids.

8. 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.

Enclosures: as above.



Ritu Sharma
(Ms Ritu Sharma)
Principal
Army Public School
Miran Sahib

PART I – GENERAL INFORMATION

1. Last Date and Time for Depositing the Bids:

- **Deadline:** 14 Dec 2025 at 1400 hrs.
- Bids must be received by this time; responsibility lies with the bidder.

2. Manner of Depositing the Bids:

- **Submission:** Manual bids in a sealed envelope marked as **TENDER BOX**, placed at the **Gate no 307 TCP Kharian, 04 JAK Li, Miran Sahib, Jammu and Kashmir**.
- Late submission of bids are **not accepted**.

3. Time and Date for Opening of Bids:

- **Opening Date:** 15 Dec 2025 at 1030 hrs.
- If delayed due to any exigency, opening will be on the next working day or as intimated through website www.apsmiransahib.in

4. Location of the Tender Box:

- **Place:** Gate no 307 TCP Kharian, 04 JAK Li, Miran Sahib, Jammu and Kashmir.
- Only bids dropped in the **Tender Box** will be considered.

5. Place of Opening of the Bids:

- **Location:** Conference Hall Army Public School Miran Sahib.
- Bidders can attend the opening; bids may be rejected if no rep is present.

6. Two Bid System:

- **Technical Bid** and **Commercial Bid** submitted Octarately.
- Commercial Bids opened only if Technical Bids are acceptable.

7. Forwarding of Bids: (Bids should include):

- Original memo/letter
- GST number
- Bank details with NEFT, postal address, contact number, and email

8. Clarification Regarding Contents of the RFP:

- Clarifications can be sought in writing before the bid deadline.

9. Modification and Withdrawal of Bids:

- Allowed before the deadline via written/email notice from the bidder.
- If sent by post, confirmation should be received before bid opening.
- No modification or withdrawal after the deadline.

Signature of firm/ Bidder
with Stamp



Ms Ritu Sharma
(Ms Ritu Sharma)
Principal
Army Public School
Miran Sahib

Principal
Army Public School
Miran Sahib, Jammu

10. **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. This 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.

11. **Rejection of Bids.**

Canvassing by the Bidder in any form, unsolicited letter and post tender correction may invoke summary rejection with disqualifying the firm from bidding for any contract for a period of one year from the date of notification. Conditional tenders will be rejected.

12. **Unwillingness to Quote.**

Bidder 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 bidder shall be de-listed for the given range of items as mentioned in this RFP.

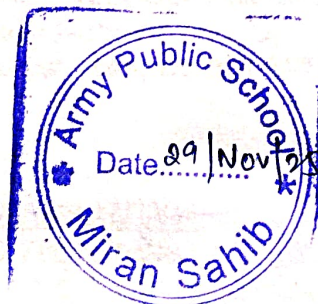
13. **Validity of Bids.**

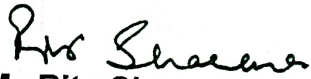
The Bids should remain valid for a period of 90 days from the date of opening of tender.

14. **Earnest Money Deposit.**

Bidders are required to submit Earnest Money Deposit for an amount of Rs 24,000/- (Rupees twenty four thousand only) along with their bids. The EMD may be submitted in the form of an Account Payee Demand Draft, Fixed Deposit Receipt, Banker Cheque or Bank Guarantee from any of the Public Sector Bank or a Private Sector Bank authorized to conduct government business. EMD is to remain valid for a period of thirty days beyond the final technical 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 30th day after the award of the contract. The Bid security of the successful bidder would be returned, without any interest whatsoever, after the receipt of performance security from them as called for in 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 of the tender.

Signature of firm/ Bidder
with Stamp



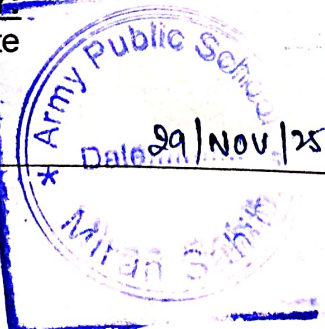

(Ms Ritu Sharma)
Principal
Army Public School
Miran Sahib

Principal
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Miran Sahib, Jammu

PART II – ESSENTIAL DETAILS OF ITEMS/SERVICES REQUIRED

1. **Schedule of Requirements:** The schedule of the requirements along with technical details for "Procurement of Twenty computer systems for Army Public School Miran Sahib are as under :-

S No	Name of Items/Services	Specification	Quantity	Complied/Not Complied
1.1	Purchase of Twenty computer Systems	Product Name & Specification <u>CPU SPECIFICATIONS:</u> 12th Generation Intel® Core™ i5 processor Windows 11 Home Intel® UHD Graphics 730 8 GB DDR4 RAM 512 GB SSD Solid State Drive HP 125 USB Black Wired Keyboard 1 VGA, 1 HDMI-out 1.4b Windows: OEM installed. MS Office: Genuine with life time validity, OEM Installed <u>MONITOR SPECIFICATIONS:</u> Screen Size: 21.45 Inches Resolution: FHD 1080p Aspect Ratio: 16:9 Screen Surface Description: Flat Multiple Connectivity: Supports dual sources with HDMI 1.4b (1920x1080/100Hz), and D-Sub (VGA, 1920x1080/60Hz) ports; Includes Kensington lock & headphone-out port <u>KEYBOARD AND MOUSE SPECIFICATIONS:</u> 1 Wired Mouse, 1 Wired Keyboard, Wired Mouse and Keyboard Combo, USB Plug-and-Play, 1200 dpi, Full-Size Layout with Numeric pad, Up to 10 Million keystrokes, Up to 1 Million clicks <u>WARRANTY:</u> 3 Year Onsite	20 Nos	



2. Vendor Qualification/Authentication Criteria.

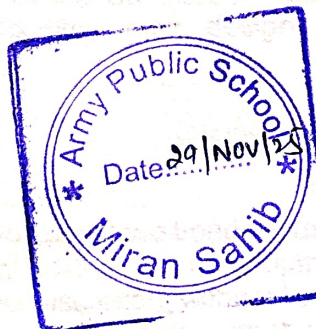
S No	Documents Required	Compliance Yes/No	Remarks
2.1	PAN Card		All documents must be self-attested.
2.2	Aadhar Card		
2.3	ITR for last two years		
2.4	GST Registration No		
2.5	Experience of executing projects valued at least 50% of the current project cost for Central Government, State Government, PSUs, or Army Public Schools.		
2.6	EMD DD in Original		
2.7	Tender Fee DD in original		

3. Completion Period.

Completion period for the supply of items would be 60 days from the effective date of contract. Please note that the contract can be cancelled unilaterally by the Buyer in case items have not been supplied within the contract completion period. Extension of the contract supply period will be at the sole discretion of the Buyer, with applicability of LD clause.

4. Consignee Details.

Principal
Army Public School Miran Sahib
TCP Kharian, Miran Sahib
PO Miran Sahib Jammu
Tehsil RS Pura & District Jammu
Jammu & Kashmir (UT) – 181101



PART-III: STANDARD CONDITIONS OF RFP

THE BIDDERS ARE REQUIRED TO GIVE CONFIRMATION OF THEIR ACCEPTANCE OF THE STANDARD CONDITIONS OF THE REQUEST FOR PROPOSAL MENTIONED BELOW WHICH WILL AUTOMATICALLY BE CONSIDERED AS PART OF THE CONTRACT CONCLUDED WITH THE SUCCESSFUL BIDDER (I.E SELLER IN THE CONTRACT) AS SELECTED BY THE BUYER. FAILURE TO DO SO MAY RESULT IN REJECTION OF THE BID SUBMITTED BY THE BIDDER

1. Law.

The contract shall be considered and made in accordance with the laws of the Republic of India. The contract shall be governed by and interpreted in accordance with the laws of the Republic of India.

2. Effective Date of the Contract.

The contract shall come into effect on the date of signature of both the parties on the contract agreement and shall remain valid till the completion of the obligation of the parties under the contract. The deliveries and supplies and performance of the services shall commence from the effective date of the contract.

3. Arbitration.

All disputes or differences arising out of or in connection with the contract shall be settled by bilateral discussions. Any dispute, disagreement or question arising out of or related to the contract or related to construction or performance, which cannot be settled amicably, may be resolved through arbitration. The standard clause of arbitration is as per Forms DPM-7, DPM-8 and DPM-9 (Available in MoD website and can be provided on request).

4. Non-disclosure of Contract Documents.

Except with the written consent of the Buyer/seller, other party shall not disclose the contract or any provision, specification, plan, design, pattern, sample or information thereof to any third party.

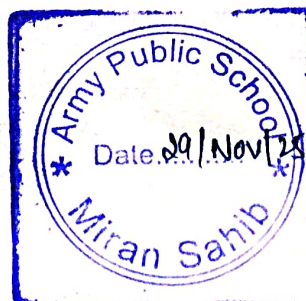
5. Liquidated Damages.

In the event of the Seller's failure to submit the bonds, Guarantees and documents, supply the stores/goods and conduct trial, installation of equipment, training etc. as specified in this contract, the Buyer may, at his discretion, withhold any payment until the completion of the contract. The BUYER may also deduct from the SELLER as agreed, liquidated damages @ the sum of 0.5% of the contract 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 not exceeding 10% of the value of delayed stores/services.

6. Termination of Contract.

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

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with Stamp



Ms Ritu Sharma
(Ms Ritu Sharma)
Principal
Army Public School
Miran Sahib

6.1. The delivery of the material is delayed for causes not attributable to force majeure for more than three months after the scheduled date of delivery.

6.2. The Seller is declared bankrupt or becomes insolvent.

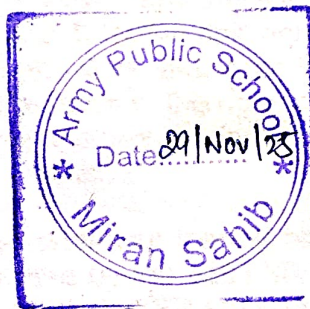
6.3. The delivery of material is delayed due to causes of force majeure by more than three months provided force majeure clause is included in contract.

6.4. The Buyer has noticed that the Seller has utilized the services of any Indian/Foreign agent in getting this contract and paid any commission to such individual/company etc.

6.5. As per decision of the Arbitration Tribunal.

7. Taxes and Duties. The bidder shall clearly express in the bid, all taxes, duties and levies as applicable to the quote.

Signature of firm/ Bidder
with Stamp



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PART-IV: SPECIAL CONDITIONS OF RFP

THE BIDDERS ARE REQUIRED TO GIVE CONFIRMATION OF THEIR ACCEPTANCE OF SPECIAL CONDITIONS OF THE RFP MENTIONED BELOW WHICH WILL AUTOMATICALLY BE CONSIDERED AS PART OF THE CONTRACT CONCLUDED WITH THE SUCCESSFUL BIDDER (i.e. SELLER IN THE CONTRACT) AS SELECTED BY THE BUYER. FAILURE TO DO SO MAY RESULT IN REJECTION OF BID SUBMITTED BY THE BIDDER

1. Payment Terms

Stage-wise payment is as mentioned below:

S. No.	% of Supply of Items	% of payment of the Items	Remarks
1	100%	100%	On 100% supply of items as per terms and conditions of the contract: I. After Acceptance Test Procedure (ATP) (Complete Inspection of items).

2. Risk and Expense Clause

2.1. Should the stores or any instalment thereof not be delivered within the time specified in the Supply Order, or if defective delivery is made in respect of the stores or any instalment thereof, the Buyer shall after granting the Seller 45 days to cure the breach, be at liberty, without prejudice to the right to recover liquidated damages as a remedy for breach of terms and conditions, to declare the transaction as cancelled either wholly or to the extent of such default.

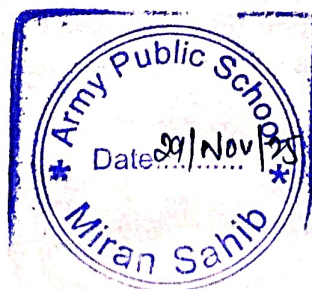
2.2. Should the stores or any instalment thereof not perform in accordance with the specifications/parameters provided by the SELLER during the check proof test to be done in the BUYER's premises, the BUYER shall be at liberty, without prejudice to any other remedies for breach of terms and conditions, to cancel the transaction wholly or to the extent of such default.

2.3. In case of a material breach that was not remedied within 45 days, the BUYER shall, having given the right of first refusal to the SELLER be at liberty to purchase, manufacture, or procure from any other source as he thinks fit, other stores of a similar description to make good:

2.3.1. Such default.

2.3.2. In the event of the contract being wholly determined the balance of the stores remaining to be delivered thereunder.

Signature of firm/ Bidder
with Stamp



Ritu Sharma
(Ms Ritu Sharma)
Principal
Army Public School
Miran Sahib

2.4. Any excess of the purchase price, cost of manufacture, or value of any stores procured from any other supplier as the case may be, over the Supply Order price appropriate to such default or balance shall be recoverable from the SELLER. Such recoveries shall not exceed 40% of the value of the Supply Order.

3. Force Majeure Clause

Should any Force Majeure circumstances arise, each of any stores procured involved in this transaction shall be excused from the non-fulfilment or the delayed fulfilment of any of its occurrence as long as he informs the other party in writing Force Majeure shall mean fires, floods, hurricanes or other acts that are unanticipated or unforeseeable and not brought about at the instance of the party wanting to be affected by such event, or which, if anticipated or foreseeable could not be guarded against. War, embargoes, and civil insurrection shall also be considered within the scope of the clause. A party claiming excuse from performance of any obligation hereunder as a result of the occurrence of any such event shall exercise reasonable diligence to seek to overcome the Force Majeure event and to mitigate the effects thereon of the performance of its obligations under this transaction.

4. Specification

The Seller guarantees to meet the specifications as per Part II of this contract and to incorporate the modifications to the existing design/configuration to meet the specific requirement of the Buyer.

5. Inspection Authority

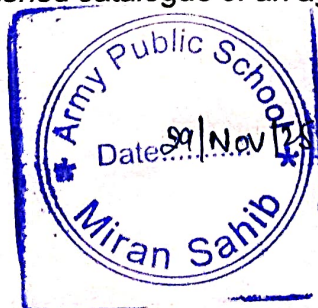
The inspection will be carried out by the consignee. The mode of inspection will be Departmental Board of Officers.

6. **Warranty:** The following warranty will form part of the contract placed on successful bidder:

6.1. Except as otherwise provided in the invitation tender, the seller hereby declares that the goods, stores articles, sold/supplied to the Buyer under this contract shall be of the best quality and workmanship and new in all respect and shall be strictly in accordance with the specification and particulars contained/mentioned in contract. The seller hereby guarantees that said goods/stores/articles will continue to conform to the description and quality aforesaid for a period of 36 months from the date of delivery/dispatch stores/articles to the buyer or 36 months from the date of installation of the said stores/articles whichever is earlier and notwithstanding the fact that the Buyer may have inspected and/or approved the said goods/stores/articles. If during the aforesaid period of 36 months the said goods/stores/articles be discovered not to conform to the description and quality aforesaid or have deteriorated (and the decision of the Buyer in that behalf will be final and conclusive) the Buyer will be entitled to call upon the seller to rectify the goods/stores/articles or such portion thereof as is found to be defective by the Buyer within a reasonable period, or such period as may be mutually agreed upon and in such an event, the above period shall apply to the goods/stores/articles rectified from the date of rectification thereof. In case of failure of the seller to rectify or replace the goods within a reasonable period, the Buyer shall be entitled to recover the cost of such stores/articles from the seller at the same time to recover compensation as may arise by reason of the breach of the condition.

6.2. Guarantee that they will supply spare parts, if and when required on agreed basis for an agreed price. The agreed basis could be and including but without any limitation an agreed discount on the published catalogue or an agreed percentage off on the landed cost.

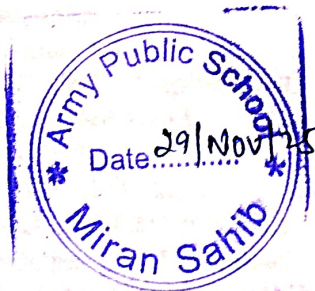
Signature of firm/ Bidder
with Stamp



Ritu Sharma
(Ms Ritu Sharma)
Principal
Army Public School
Miran Sahib

7. Performance Bank Guarantee (PBG)

Requirement: A successful bidder is required to provide a Performance Bank Guarantee (PBG). Issuing Authority: The guarantee must be from a Public Sector Bank or a Private Bank authorized to conduct government business. Amount: The sum must be equal to 5% of the supply Order/Contract value. Timeline: It must be furnished within 30 days of receipt of the confirmed order. Validity: The PBG should be valid for at least 60 days beyond the date of warranty. Format: The specimen for the PBG is provided in Form DPM-15, which is available on the MoD website and can also be provided upon request.



PART-V: EVALUATION CRITERIA & PRICE BID ISSUES

1. **Evaluation Criteria.** The broad guidelines for evaluation of bids will be as follows: -

1.1. Only those bids will be evaluated which are found to be fulfilling all the eligibility and qualifying requirements of the RFP, both technically and commercially.

1.2. In respect of Two-bid system, the Technical Bids forwarded by the Bidders will be evaluated by the Buyer with reference to the technical characteristics of the equipment as mentioned in the RFP. The compliance of technical bids would be determined on the basis of the parameters specified in the RFP. The price bids of only those bidders will be opened whose technical bids would clear the technical evaluation.

1.3. As it is a Turnkey Project, the lowest bid will be decided upon the lowest price quoted by the particular bidder as per the Price format given at the Para 3 below.

1.4. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price will prevail and the total price will be corrected, if there is a discrepancy between words and figures, the amount in words will prevail for calculation of price.

1.5. The lowest acceptable bid will be considered for placement of contract supply order after complete clarification and price negotiation as decided by the Buyer.

2. **Turnkey Project.** The project will be treated as a Turnkey Project and no piecemeal orders for individual items will be placed. The vendor is expected to provide all accessories required for the project to make the project functional and useable without any additional cost to the user.

3. **Price Bid Format.** The Price Bid Format is given below and bidders are required to fill up this correctly with full details: -

S No	Name of Items/Services	Specification	Quantity	Amount
3.1	Purchase of Twenty computer Systems	Product Name & Specification CPU SPECIFICATIONS: 12th Generation Intel® Core™ i5 processor Windows 11 Home Intel® UHD Graphics 730 8 GB DDR4 RAM 512 GB SSD Solid State Drive HP 125 USB Black Wired Keyboard 1 VGA, 1 HDMI-out 1.4b Windows: OEM installed. MS Office: Genuine with life time validity, OEM Installed MONITOR SPECIFICATIONS: Screen Size: 21.45 Inches Resolution: FHD 1080p Aspect Ratio: 16:9 Screen Surface Description: Flat Multiple Connectivity: Supports dual sources with HDMI 1.4b (1920x1080/100Hz), and D-Sub	20 Nos	

		(VGA, 1920x1080/60Hz) ports; Includes Kensington lock & headphone-out port		
		<u>KEYBOARD AND MOUSE</u> <u>SPECIFICATIONS:</u> 1 Wired Mouse, 1 Wired Keyboard, Wired Mouse and Keyboard Combo, USB Plug-and-Play, 1200 dpi, Full-Size Layout with Numeric pad, Up to 10 Million keystrokes, Up to 1 Million clicks		
		<u>WARRANTY:</u> 3 Year Onsite		

Pr. Shahana

Principal
Army Public School
Miran Sahib, Jammu

