

# केन्द्रीय विद्यालय, रायगडा

(शिक्षा मंत्रालय, भारत सरकार)

उत्कलमनीनगर, जयरामगुडा  
रायगडा-765002 (ओडिशा)

School No.- 53085

CBSE Affiliation No.- 1500033



**KENDRIYA VIDYALAYA, RAYAGADA**  
(Under Ministry of Education, Govt. of India)  
UTKALMANI NAGAR, JAYARAMGUDA  
RAYAGADA- 765002 (ODISHA).

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Website: rayagada.kvs.ac.in

F. No. 15029/KV RGDA/2070/2023-24

Date:- 24.04.2023

## **NOTICE FOR REGISTRATION OF FIRM**

Kendriya Vidyalaya Rayagada is inviting application for registration of firm for procurement of various consumables/non consumables items and services for the following requirement.

1. Services for watch and wards, cleanliness, gardening, casual labours (Semi skilled /Unskilled).
2. Lab Equipment for various Labs (Physics, Chemistry, Biology, Math Lab and Social science Lab)
3. Computer consumables/non consumables peripherals and computer stationery and maintenance.
4. Sanitary and toiletry consumable items
5. Electrical material/items/repair
6. Musical items/Audio Visual Aids
7. Library books/ Material
8. Exam related material
9. Stationary items
10. Sport goods, equipments and materials, Prizes/medal/trophies/ mementoes items etc.
11. Furniture Items and repair
12. Catering service.

For obtaining above mentioned services for the Vidyalaya firms are required to be registered for the financial year 2023-24.

Interested Firms/Parties may register their firms in prescribed format available at [rayagada.kvs.ac.in](http://rayagada.kvs.ac.in) along with the following documents

1. Copies of PAN/TAN/GSTIN/ST/VAT etc.
2. EPF/ESI if applicable.
3. Income tax clearance certificate.
4. ECS mandate form duly signed by Bank or cancelled cheque.

Application can be submitted by speed post/ registered post or by hand. In complete application and application received through E-mail will not be accepted. **Last date for receipt of application for registration is 10.05.2023.**

*Prin*  
24/4/23  
Principal  
प्राचार्य / Principal  
केन्द्रीय विद्यालय / Kendriya Vidyalaya  
रायगडा / Rayagada

APPLICATION FORM FOR REGISTRATION OF FIRMS IN  
KENDRIYA VIDYALAYA, RAYAGADA

1 Name of the Firm .....

2 Complete Address of the Firm .....

Registration Line/items .....

3 Contact Number :-

(a) Landline .....

(b) Mobile .....

(C) Email .....

4 Name of the owner of the **firm with address** .....

5 GSTIN, YAN number etc. of the firm:-

GSTIN NO : .....

TAN NO: .....

EPF NO: .....

ESI No: .....

Food License No.: .....

Labour license No.: .....

Any other: .....

( EPF/ESI only For service Providers )

6 PAN number of owner/Firm .....

7 Copies of registration and return of VAT/TIN/TAN/GSTIN .....

of last 3 years should be attached with format (Mention details here)

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6 Details of experience & place of work during the last 03 years :

Institution where rendered service/ supplied articles	Period	Name of supplies / service	If contract cancelled before expiry, mention region

Dated:- .....

Signature of owner of the firm  
(with stamp/seal)

NOTE:- Without GSTIN/PAN/TAN and valid EPF/ESI (if applicable) etc., no firm will be registered. The Kendriya Vidyalaya, Rayagada reserves the right to cancel the name of the suppliers/firms/service providers from its approved lists at its absolute discretion without assigning any reason.

UNDERTAKING

I,Mr./Ms.\_\_\_\_\_Proprietor/owner of M/S\_\_\_\_\_ do hereby undertake that the above furnished information is correct to the best of my knowledge and belief. In case of any information / supporting document furnished by me found to be incorrect / false, the offer of my contract will be cancelled automatically and action may be taken as per Kendriya Vidyalaya Sangathan rules. I assure you to provide the best service to Kendriya Vidyalaya, Rayagada, Odisha

Place: .....,.....

Signature .....

Date: .....

Name of Proprietor .....

Seal of the Firm .....,.....