

# INTERNATIONAL INDIAN SCHOOL - JEDDAH

(AFFILIATED TO CENTRAL BOARD OF SECONDARY EDUCATION, NEW DELHI - INDIA)

MEMBER, COUNCIL OF C.B.S.E. SCHOOL IN GULF

MINISTRY OF EDUCATION - K.S.A. - LICENCE NO. 045 / J

P.O. Box 14861 JEDDAH 21434, SAUDI ARABIA

Boys' Section Tel. +966 12 6751536 / 6711934 / 6712097 - Fax. 6751539

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Girls' Section I-II Tel. +966 12 6737752 - KG Tel. 6747737

C.C.No. 136593

# المدرسة الهندية العالمية - جدة

المملكة العربية السعودية

وزارة التربية والتعليم - ترخيص رقم ج / ٤٥

ص.ب: ١٤٨٦١ جدة ٢١٤٣٤

ت: قسم البنين: +٩٦٦ ١٢ ٦٧٥١٥٣٦ / ٦٧١١٩٣٤ / ٦٧١٢٠٩٧ - فاكس: ٦٧٥١٥٣٩

ت: قسم البنات: +٩٦٦ ١٢ ٦٧٢١٦٠٧ / ٦٧١٨٣٤٥ - فاكس: ٦١٧٠٤٨٧

ت: قسم البنات فصل ١ و ٢: +٩٦٦ ١٢ ٦٧٣٧٧٥٢ - روضة وتمهيدي: ٦٧٤٧٣٧

رقم العضوية: ١٣٦٥٩٣




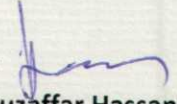
Date: January 1, 2020

## Advertisement for Registration of Suppliers

IISJ invites applications for vendor registration from reputed firms for the supply of Lab equipment and chemicals (for Physics, Chemistry and Biology Lab), Games & Sports materials, Stationery for school, Housekeeping/conservancy services, Security Services, Gardening Services, supply of school and office furniture, Printing materials for school, Civil Petty Construction, Catering Services, Stage decoration, Sound System, AMC and purchase of Computers and its peripherals (Hardware & Software items), Furniture, Electrical maintenance Works (Electrical Materials), Routine Medicines and Medical Appliances, Teaching Aids Materials, Scouts & Guides Materials, cultural Costumes/Dresses on rent, Hardware & Sanitary Materials, Musical Instruments, supply of library books and magazines, Maths Lab. equipment, Carpenter & Plumber Services and plumbing materials Pipe, water tank, latrine commode etc.)

Interested firms having valid Commercial (CR) and VAT Registration, may download the registration form and submit the same through the email [tenders@iisjed.org](mailto:tenders@iisjed.org). Last date for submission of filled in application forms is January 31, 2020.

  
(Mohammed Akram)  
Administrative Officer

  
(Dr. Muzaffar Hassan)  
Principal & HOI



**INTERNATIONAL INDIAN SCHOOL-JEDDAH**  
**REGISTRATION OF FIRMS AS APPROVED SUPPLIERS/VENDORS**

**Terms & Conditions:**

1. Application submitted by the firm(s) in the prescribed "Application Form" for each group only will be accepted.
2. All pages of "Application Form" shall be signed by the authorised representative of the Firm.
3. IISJ reserves the right to reject any application.
4. Preference will be given to those firms who are on the approved list of Govt. Dept. And Public sector Undertakings or dealers authorised by manufacturers.
5. Intimation with regard to registration of the firm as "Approved Supplier" or otherwise will be communicated to each firm.
6. The registration as "Approved Supplier" will be kept valid for a period of 01 year. However, it will be reviewed, once in a year, eliminating firms which may have gone out of business Or whose performance has been found to be unsatisfactory.
7. Prescribed "Application Form" may be obtained from [www.iisjed.org](http://www.iisjed.org)
8. In case of Accredited Agents and Authorised Dealers/Stockiest, satisfactory evidence from their Manufacturers shall be submitted along with the completed application form.
9. If IISJ registers any Firm as approved Supplier, he has to supply the material at IISJ campus. He has to accept IISJ payment terms i.e. Payment shall be made by **Crossed Cheque/online transfer** within 20 days from the date of supply of the material in good condition.
10. Firms/Manufacturers/Authorised dealers are requested to submit their **e-mail address**, in order to start e-procurement.
11. Any change in address, phone number, Fax No. and Email-Id shall be informed to IISJ immediately, so as to have proper communication with these Firms/Manufacturers.
12. The documents that are to be submitted at the time of registration
  - i. Registration of Firm/Licence Number
  - ii. VAT number copy
  - iii. Any other relevant document.



**International Indian School-Jeddah**  
**Form for the Registration of the Firms for the period of One-year i. e. 2020-2021**  
**Subject: Registration Firms/Agencies for Supply/Service**

1. Name & Address of the Firms : \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
2. Telephone Number : \_\_\_\_\_
3. Email Id & Mobile No. : \_\_\_\_\_
4. Name of the owner of the firm with address : \_\_\_\_\_
5. CR & VAT Number of Firm : CR No. \_\_\_\_\_  
 VAT No. \_\_\_\_\_
6. Copies of return of VAT if any of last 03 years should be attached with format: \_\_\_\_\_
7. Details of Experience & Place of work during the last 03 years:

Institution where Rendered Service/Supplied Articles	Period	Name of the Service/Supplies	If contract cancelled before expiry, mention the reason

**NOTE: Without CR and VAT number, no firm will be registered. The school reserves the right to cancel the name of the supplier/firm/service provider from its approved lists at its absolute discretion without assigning any reason.**

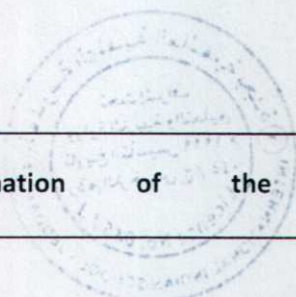
**Declaration**

I, Mr./Ms. \_\_\_\_\_ Proprietor 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 IISJ rule. I assure you to provide the best service to the SCHOOL

**Seal of Company**

Signature with Date: \_\_\_\_\_

Name & Designation of the Authorized Representative of the Firm \_\_\_\_\_



## Tick the areas in which the firm wishes to provide the Service

- |   |   |
|---|---|
| <input type="checkbox"/> Printing Work                                  | <input type="checkbox"/> Local & International Courier                          |
| <input type="checkbox"/> AMC of Photocopiers                            | <input type="checkbox"/> Sports Equipment & Material                            |
| <input type="checkbox"/> AMC of Water Coolers                           | <input type="checkbox"/> Installation, repair, AMC of CCTVs                     |
| <input type="checkbox"/> AMC of Computers                               | <input type="checkbox"/> Air conditioner – Supply, Rental, Repair, AMC etc.     |
| <input type="checkbox"/> Providing of manpower (Cleaners & guards) etc. | <input type="checkbox"/> Providing Rubber stamps, nameplates, numbering machine |
| <input type="checkbox"/> Providing Housekeeping services                | <input type="checkbox"/> Supply of plumbing, sanitary items                     |
| <input type="checkbox"/> Providing Sanitation Services                  | <input type="checkbox"/> Supply of A-4 size paper, supply of Photocopy machine  |
| <input type="checkbox"/> Providing Security Services                    | <input type="checkbox"/> Teaching Aid Material.                                 |
| <input type="checkbox"/> Scrap / disposal of <i>raddi</i>               | <input type="checkbox"/> Library Books & Magazines.                             |
| <input type="checkbox"/> Providing all type of stationery               | <input type="checkbox"/> Supply of Drinking Water.                              |
| <input type="checkbox"/> Transportation Services                        | <input type="checkbox"/> Pest Control Services.                                 |
| <input type="checkbox"/> Air Tickets                                    | <input type="checkbox"/> Supply of Electrical Items.                            |
| <input type="checkbox"/> Providing Data entry operators services        | <input type="checkbox"/> Supply of Cleaning Material.                           |
| <input type="checkbox"/> Data Punching Services                         | <input type="checkbox"/> Logistic supply for School Function & Events.          |
| <input type="checkbox"/> Welding Service                                | <input type="checkbox"/> Uniforms & Dresses.                                    |
| <input type="checkbox"/> Carpenter Services                             | <input type="checkbox"/> Lab Equipment's & Material.                            |
| <input type="checkbox"/> Providing new Furniture                        | <input type="checkbox"/> AMC of Fire Alarm & Fire Fighting System.              |
| <input type="checkbox"/> Providing steel almirahas                      | <input type="checkbox"/> Gardening Services.                                    |
| <input type="checkbox"/> Providing whitewashing services                | <input type="checkbox"/> Medical Equipment & Medicines.                         |
| <input type="checkbox"/> Civil Construction & Repair                    |   |
| <input type="checkbox"/> Electrical repair                              |   |
| <input type="checkbox"/> Telephone /EPABX Repair Services               |   |
| <input type="checkbox"/> Manpower Consultancy Services                  |   |
| <input type="checkbox"/> Providing Software and Hardware Services       |   |
| <input type="checkbox"/> Internet and related Services                  |   |
| <input type="checkbox"/> IVRS services / SMS services                   |   |