



**INTERNATIONAL INDIAN SCHOOL JEDDAH  
SAUDI ARABIA**

[www.iisjed.org](http://www.iisjed.org)

**E-Tender for Supply of School Furniture for International Indian School - Jeddah.**

**E-Tender No.: REF/IISJ/ADMIN/SCHOOL FURNITURE**

**Date: August 3, 2025**

**Last date for submission of bids: 6<sup>th</sup> August 2025**

**International Indian School, Jeddah**

**P.O. Box: 14861,**

**Jeddah - 21434**

**Kingdom of Saudi Arabia.**



REF/IISJ/ADMIN/SCHOOL FURNITURE  
International Indian School Jeddah

Dated: 03.08.2025

**NOTICE INVITING E - TENDER**

1. International Indian School Jeddah, invites E - Tender under two bid system from registered firms having valid documents for supplying School Furniture for International Indian School - Jeddah.
2. Interested Parties may quote for the work in accordance with the requirement decided by the School. Please submit your quotation as in the prescribed formats.
3. The quotation may be submitted through [tenders@iisjed.org](mailto:tenders@iisjed.org) up to 6<sup>th</sup> August, 2025 by 4.00 pm
4. The interested firms may submit the bid in two separate formats super scribed as "Technical Bid" and "Financial Bid". Both are to be submitted online on [tenders@iisjed.org](mailto:tenders@iisjed.org). Please note that tender document will not be accepted after the expiry of stipulated date and time for the purpose under any circumstances.
5. The Technical Bids will be opened **on 07.08.2025 at 4:00 PM** by the Competent Authority of the International Indian School Jeddah. The financial bids of only those bidders, whose Technical Bids are found responsive, shall be opened by the Competent authority for the purpose.
6. The Competent Authority reserves the right to reject any or all the bids, or cancel the tender, without assigning any reason and the decision of the competent authority of the School shall be final and binding.

Administrative officer

Principal



## DATES TO REMEMBER

Sl. No.	Events	Date
1.	Tender Publish Date	03.08.2025
2.	Bid submission end date	06.08.2025 at 4:00 PM
3.	Opening of Technical Bids	07.08.2025 at 4:00 PM
4.	Opening of Financial Bids (of only those who qualify in the minimum eligibility criteria)	07.08.2025 at 5:00 PM

\*Note: The bids will be opened at International Indian School Jeddah, Boys Section building.



**LETTER OF BID**

**(Annexure I)**

Dated: .....

To,  
The Principal  
International Indian School - Jeddah  
KSA

Ref: Invitation for Bid REF/IISJ/ADMIN/SCHOOL FURNITURE dated 03 August 2025.

We, the undersigned, declare that:

1. We have examined and have no reservations to the Bidding Documents, including all issued Instructions.
2. We offer to execute in conformity with the Bidding Documents for the supply of School Furniture for International Indian School - Jeddah.
3. Our bid shall be valid for a period of 30 days from the date fixed for the bid submission deadline in accordance with the Bidding Documents and shall remain binding upon us and may be accepted at any time before the expiry of the period.
4. We also declare that the Local Government body has not declared us ineligible or blacklisted us on charges of engaging in corrupt, fraudulent, collusive or coercive practices or any failure/lapses of serious nature.
5. We also accept all the terms and conditions of this bidding document and undertake to abide by them, including the condition that you are not bound to accept highest ranked bid/lowest bid or any other bid that you may receive.

Yours sincerely,  
Authorized Signatory

Full Name and Designation  
(To be printed on Bidder's letterhead)



## 1. GENERAL INSTRUCTIONS

### 1.1 TIMELINE

The supply, assembling and installations must be completed within 15 days, after placement of purchase order.

### 1.2 PERFORMANCE GUARANTEE

The successful bidder is required to submit a 10% of contractual amount before the commencement order is given and within 2 days of signing the final agreement. The guarantee amount in full or part may be forfeited in the following cases:

- I. When the terms and conditions of the contract are breached.
- II. When the service provider fails to comply with minimum service levels agreed upon.

Failure of the service provider to comply with statutory requirements shall constitute sufficient grounds for annulment of the award and forfeiture of service guarantee.

### 1.3 PERIOD OF VALIDITY OF BIDS

Bids shall remain valid and open for acceptance for a period of 30 days from the last date of submission of Bids.





## **SECTION- I: INVITATION FOR E - BIDS (IFB)**

1. The International Indian School Jeddah invites online bids from eligible bidders for Supply of School Furniture of International Indian School - Jeddah.

### **A. DETAIL SCOPE OF WORK: Technical Bid: Supply of School Furniture with the following specification:**

**Furniture for KG, I & II Classes (Number of Students 1900 (Approx. sets))**

**Table (Adjustable in height) Specifications KG, I & II:**



- W 700 x D 500 x H A 760/B 700 /C 630mm
- Top: 15mm thick Thermoset USA with Pencil groove (Blue/Pink).
- Frame: Adjustable Upper frame 30 x 60 x 1.5 mm steel tube. Ring support made of HRS 5 x 30mm flat bar. Upper tie of 20x20x1.5mm. white color PP book tray (mold#871).
- Lower legs upright: 25x50x1.5mm chrome plated steel tube. It has 10nos M8 steel bolted nut holes 30mm apart,
- Lower leg: 30x50x1.5mm CP steel tube w/end caps.

**Chair (Adjustable in height) Specifications KG, I & II:**



- Seat Ht. 450mm
- Seat & Back: Single piece PP+FG Injection Molded shell.
- Frame: Tubular steel Ø22x1.5mm.
- Round Tube. Adjustable Frame attached to seat by 4nos lock washer.
- Bottom glides (Clear w/ cushion) Ø11x40mm



**Furniture for Teachers**  
**Quantity: 120 (approx.)**



**Table Specifications - Teachers:**

- Typical Dimension: 48"x30" (approx. 122x76 cm); height: 29" – 30" (74-76 cm)
- Desktop material: 1.25" (3.2 cm) high-pressure laminate (HPL), scratch and stain resistant
- Frame/Legs: Heavy duty steel, powder – coated; with glides and optional casters.
- Configurations: Single/double pedestals, file drawers, locking center drawer.
- Storage Options: Box drawer, file drawer, optional tole drawer systems.
- Compliance: ANSI/BIFMA standards, GREENGUARD certified.
- Warranty: Often 15+ years



**Chair Specifications - Teachers:**

- Steel frame with fiber hand rest and
- Cloth seat cover with foam inside
- W:53cm; L:47 cm; H:40 cm

If required, it is advised to visit the site to get a full understanding of the work, between 10:30 AM to 3:00 PM before 6<sup>th</sup> August 2025.



2. **Two bid System:** The two-bid system will be followed for this tender. In this system, bidder must submit his offer in two separate formats as attached to this tender notice.

**Format No. 1: "Technical Bid":** Technical Bid should be prepared as per the instructions given in the Tender Documents along with all required information, documents in support of the minimum eligibility criteria. Documents comprising the Bid:

- a. Technical Bid Submission Form duly signed and printed on Company's letterhead (Section - I and Annexure 1)
- b. Contact Details Form, duly filled and signed & stamped (Annexure - 3)
- c. Company Profile: Shall mention Manpower and equipment details.
- d. Other related documents e.g. Trade License, Company Registration, VAT registration certificate and other certificates issued by the respective authority should be attached with the bid documents.
- e. As proof of having experience, documents for completed work / ongoing work shall be attached with bid document.

**Format 2: "Financial Bid" shall contain:**

The Price Schedule/Financial Bid (Annexure-2) must be duly completed in all respects, bearing the official seal and signature of the authorized signatory, and attested by the Chamber of Commerce. Both the Technical Bid and Financial Bid should be submitted separately in a single email to [tenders@iisjed.org](mailto:tenders@iisjed.org), with the subject lines clearly marked as "Technical Bid" and "Financial Bid", respectively.

**Note:** Please do not mention "Financial Bid" (prices quoted) in the technical bid. If the price quoted is submitted with technical bid, the tender will be rejected.

3. **Opening of Technical Bids:**

- a. All the technical bids received by the International Indian School Jeddah will be opened on 07 August 2025 at 4:00 PM at International Indian School Jeddah.
- b. After being opened, the Technical Bids will be evaluated, by the Competent Authority of the International Indian School Jeddah based on the available documents submitted by the bidder.

4. **Opening of Financial bids:**

- a. Financial bids of the short-listed bidders only will be opened by the Competent Authority of the International Indian School Jeddah on 07<sup>th</sup> August 2025 at 5:00 PM
- b. **Technically accepted competitive bids ONLY will be considered for the opening of Financial Bids.**

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**Format for submitting the Financial Bid for Supply of School Furniture of International Indian School – Jeddah (to be submitted on company's letter head with Chamber of Commerce attestations)**

BID No. REF/IISJ/ADMIN/SCHOOL FURNITURE

Date: .....

To,  
Principal  
International Indian School - Jeddah

**FINANCIAL BID**

**SCHOOL FURNITURE**

S.NO.	Item Description	Location	QTY	U/Price	Total
1	Furniture for KG, I & II Classes (Number of Students: 1900): Chairs – 1900 Tables - 1900	KG building	1900 Sets		
2	Furniture for Teachers Chair – 120 Table - 120		120 Sets		

**Note:**

Above quoted price as well as site preparation is complete in all respect as per technical specifications and terms & conditions mentioned in the bid document.

Yours faithfully,

(Signature of Authorized Signatory)

Name:

Designation:

Company Seal:



CONTACT DETAILS FORM

Name of the Bidding Firm	
Name of the owner(s) & Nationality	
Name of the Authorized Signatory	
Nationality	
E-Mail ID	
Telephone No. & Mobile No.	
Registration(CR) No.	
Service tax (VAT Certificate) no.	
Registered Office & Address (National Address)	
Bank Details (IBAN):	

