



MONTGOMERY GURU NANAK PUBLIC SCHOOL

Adarsh Nagar Jalandhar

SEALED TENDERS/QUOTATIONS

SEALED QUOTATIONS/TENDERS ARE INVITED FOR **REPAIR AND REPLACEMENT OLD FANS FOR**
TRANSPORT of the school **latest by 13.03.2025**, AS PER ENCLOSED



M.G.N. Public School
Adarsh Nagar, Jalandhar

Serial No./Ref. No. 3186.
Date: 08/07/25

REQUISITION / DEMAND FORM

Name of the Requisitioner Saravjeet Singh Designation 8/M(E-0)

Employee code 568 Department Transport

Name & Type of work/ project/purchase Repair and Replace old Fans

Tender required (Yes / No) ☐, If yes-Tender Date / / (Online ☐ or Newspaper ☐)

Estimated date of beginning of work / / Estimated date of completion of work / /

S.No.	Description	Quantity	Amount	Purpose/Remarks	Item Issued or Not Issued
1.	PB08 CH8981	2			
2.	PB08 CP4936	8/3			
3.	PB08 FB5832	1			
4.	PB08 CH5630	2			
5.	PB08 EM2387	2			
6.	PB08 DG4667	2			
7.	PB08 CP4935	12			
		28 Fans 3 light			

Signature of the Requisitioner Saravjeet Singh

Signature of the Concerned Incharge / Sr. Supv.

Signature of the Principal

For Store Keeper only

Items not issued :(Same Serial Order to be mentioned as stated above against each item)

S.No.	Description	Qty.

Signature of Store Keeper

*****For Purchase Committee Use Only*****

Estimated Cost Budgeted Amount Expenditure Head

Expenditure till Date Office Supdt.

Valid and responsive quotations were received.

Bids/quotes were technically found acceptable & were considered for Financial/ Commercial comparison.

Certified that Committee has scrutinized all valid quotations/bids.

Comments/Recommendation

The total financial implications will ₹
in words

Headmistress Cum Acad. Co-ordinator/ HOD/Co-Ordinator) (Financial Nodal Officer) (Sr. Supervisor) (Store Keeper)