



MONTGOMERY GURU NANAK PUBLIC SCHOOL

Adarsh Nagar Jalandhar

SEALED TENDERS/QUOTATIONS

Sealed tenders/quotations are invited Refrigerator for Biology Dept. of the school latest by **24.03.2025**

M.G.N. Public School **3232** Serial No./Ref. No. **3232**
Adarsh Nagar, Jalandhar Date: **22/3/2025**

REQUISITION / DEMAND FORM

Name of the Requisitioner V.P. Singh Designation PCT
Employee code 25 Department Biology & Food Rehabilitation
Name & Type of work/ project/purchase Refrigerator
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	Refrigerator (155L) (LG)	1		For Biology lab experiments	
	G.S.				

Signature of the Requisitioner [Signature] Signature of the Concerned Incharge / Sr. Supv. [Signature] Signature of the Principal [Signature]
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 [Signature] 22/3/25
Estimated Cost Budgeted Amount Expenditure Head
Expenditure till Date Office Supdr.
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)
(Convener/Principal)