MONTGOMERY GURU NANAK PUBLIC SCHOOL

Adarsh Nagar Jalandhar

SEALED TENDERS/QUOTATIONS

SEALED QUOTATIONS/TENDERS ARE INVITED FOR **WOODEN & HARDWARE ETC. MATERIAL FOR NEW WASH ROOM** of the school **latest by 08.03.2025,** AS PER ENCLOSED

MGN Public Scho
Adarsh Nag

REQUISITION FORM

l No. 3136 Ref. No. MPS/ADN/RM/3136 Date: 10 / 02 / 2025

e of the Requisitioner Amrik Chand Designation Carpenter

e of work/ project/purchase For new wash Room (Senior Staff)

ployee code 222 Department Technical

imated date of beginning of work ______ Estimated date of completion of work ______

S.No.	Description	Quantity	Amount	Purpose/Remarks
(1)	Wooden door Frame Size - 8' x 3' 3"	2p		
(2)	Flush doors 8'x3'	2p		
(3)	Flush doors 6' x 2'6"	4p		
(4)	Wooden 6'x2½"x1½"	12p		
(5)	Margen 1½"	160ft		
(6)	Sunmica	6p		

Amrik Chand
Signature of the Requisitioner

Signature of the Concerned Incharge /Sr. Supv.

Signature of the Principal

****For Store Keeper only****

Items Issued:(Same Serial Order to be mentioned as stated above against each item)

S.No.	Description	Qty.

Items not issued:

S.No.	Description	Reason
	Not available	

Estimated Date of Beginning of Work ______ Estimated Date of End of Work ______

Signature of Store Keeper ______ 10/2/25

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

For purchase through Purchase committee:

Estimated Cost ______ Budgeted Amount ______ Expenditure Head ______

Expenditure till Date ______ Office Supdt. ______

MGN Publ
Adar

REQUISITION FORM

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stimated date of beginning of work ____ Estimated date of completion of work

S.No.	Description	Quantity	Amount	Purpose/Re
(1)	Favicol	5 kg		
2)	Hinges 4"	14p		
3)	Arel 8"	2p		
(4)	Door Handle 6"	1 box		
5)	Tower bolt 6"	1 box		
(6)	Door Stoper —	1 box		
(7)	White geypsum Screw 1½"	1 box		

Amrik Chand
Signature of the Requisitioner

Signature of the Concerned Incharge /Sr. Supv.

Signature of t

For Store Keeper only

Items Issued:(Same Serial Order to be mentioned as stated above against each item)

S.No.	Description	

Items not issued:

S.No.	Description	

Not Available

Estimated Date of Beginning of Work ____ Estimated Date of End of Work ____

Signature of Store Keeper ____

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

For purchase through Purchase committee

Estimated Cost ____ Budgeted Amount ____ Expenditure Head ____

Expenditure till Date ____ Office Supdt. ____