



MONTGOMERY GURU NANAK PUBLIC SCHOOL

Adarsh Nagar Jalandhar

SEALED TENDERS / QUOTATIONS

Sealed tenders/quotations are invited for LED, HANGING LIGHT & FAN FOR BOXING SHED of the school latest by **14.04.2025**

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

Serial No./Ref. No. 3286
Date: 11/04/25

REQUISITION / DEMAND FORM

Name of the Requisitioner VISHAL Designation TGT
Employee code 656 Department sports
Name & Type of work/ project/purchase _____
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.	LED Lights (100Watt) Hawels.	12		Boxing shed.	
2.	Hanging Light. (LED) (100Watt) Hawels.	01		Boxing shed	
3.	Fan 30 inch. Oscilating (Plot)	07		Boxing shed.	

Signature of the Requisitioner _____ 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)