



MONTGOMERY GURU NANAK PUBLIC SCHOOL

Adarsh Nagar Jalandhar

SEALED TENDERS/QUOTATIONS

Sealed tenders/quotations are invited for Renovation for class 2 rooms- Hostel Mess(old) of the school latest by **27.06.2025**

Principal

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

Serial No./Ref. No. 3380
Date: 12/05/25

REQUISITION / DEMAND FORM

Name of the Requisitioner Sangeeta Bhatia Designation HM + Acad Coord.
Employee code 029 Department _____
Name & Type of work/project/purchase Renovation for class 2 rooms - Hostel Mess (old)
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
-	Old Hostel Mess				
	Hall to be				
	renovated for				
	classroom (2nd class)				
	- foundational				
	school.				

*Please use supplementary list of items if items are more

Signature of the Requisitioner Sangeeta Bhatia 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 block work & civil work with material etc are required in per - primary wing for converting of old hostel mess into four class rooms for class II, which are urgently required as per NEP 2020 plan of CBSE. As per NEP 2020 old class rooms from Nursery to II class be in one building.

The total financial implications will ₹ _____
In words _____

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

Material Quantity

	AAC Block	—	1200 Pcs.
1)	Chemical	—	20 Bags
2)	Cement	—	35 Bags
3.)	Sand (Perthamkot)	—	200 C.ft

Material
Only for
Civil work