MONTGOMERY GURU NANAK PUBLIC SCHOOL

Adarsh Nagar Jalandhar

SEALED TENDERS/QUOTATIONS

SEALED QUOTATIONS/TENDERS ARE INVITED FOR **WOODEN & SANITARY MATERIAL** FOR

FOUNDATION SCHOOL BOYS WASHROOMS (NEW ROOMS(4)), AS PER ENCLOSED.

PRINCIPAL

(1)

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

Serial No./Ref. No. 372

Date 21 / July / 2025

REQUISITION / DEMAND FORM

Name of the Requisitioner Sangeeta Bhalla Designation H M & Acad Coord.

Employee code 029. Department School

Name & Type of work/ project/purchase New Rooms (4) for foundation School + Boys washroom.

Tender required (Yes / No) yes **, If yes-Tender Date** 28 / 07 / 2025 **(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
	New rooms for foundation School	4			
	+ Boys Washroom	1			

*Please use supplementary list of items if items are more

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)

(Convener/Principal)

Signature of the Requisitioner　　Signature of the Concerned Incharge /Sr. Supv.　　Signature of the Principal

SUPPLEMENTARY SHEET - REQUISITION / DEMAND FORM

DATE 21/07/2025 No. ____________

S.No.	Description	Quantity	Amount	Purpose/Remarks
	Nursery Wing Girls boys washroom class IInd.			
(1)	Door Frame 42"x84"	2p		
(2)	Sunmica	9p		
(3)	Flus doors 38"x84"	2p		
(4)	" " 36"x72"	2p		
(5)	" " 27"x72"	5p		
(6)	Wooden Fatti 2½"x1½"x72"	14p		
(7)	Margen Sagwan 1½"x25oft	190Ft.		
	Hardware—			
(1)	Fevicol Marine	10kg		
(2)	Hinges 4"	20p		
(3)	Handle 6"	18p		
(4)	Towerbolt 6"	7p		
(5)	Door Aral 8"	2p		
(6)	Door Stoper	2p		

Signature of the Requisitioner — Signature of the Concerned Incharge /Sr. Supv. — Signature of the Principal

SUPPLEMENTARY SHEET - REQUISITION / DEMAND FORM

DATE 22/07/2025 No.

S.No.	Description	Quantity	Amount	Purpose/Remarks
	Nursery wing New Class Rooms IInd.			
(1)	Door Frame 42"x84"	5p		
(2)	Sunmica	6p		
(3)	Flush Door 38"x84"	5p		
(4)	" " 27"x72"	1p		
(5)	wooden Fatti 2½"x1½"x72" - 2p			
(6)	Margen Saguwan 1½"x2 Sudt	150Ft		
(7)	Fix beet ¾"x½"	50Ft		
	Hardware—			
(1)	Favical Marine	5Kg		
(2)	Hinges 4"	17p		
(3)	Handle 6"	12p		
(4)	Tower bolt 6"	1p		
(5)	Door Aral 8"	5p		
(6)	Door Stoper	5p		

Signature of the Requisitioner

Signature of the Concerned Incharge / Sr. Supv.

Signature of the Principal

Serial No./Ref. No. 3573

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

Date: 24/7/2025

094 **REQUISITION / DEMAND FORM**

Name of the Requisitioner: संजीव कुमार   Designation: प्लम्बर

Employee code: 243   Department:

Name & Type of work/ project/purchase: सैक्टर-5 क्लासरूम वाश बेसिन

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" बन पीसटि-देवदा	1 पीस		बेन्ड कपलिंग वाल्वेस्न	1 पीस
	आम्ज-२२ वालवेसन	1 पीस		बेन्ड पाइप मिक्सर 3	पीस
	जुनलेसे-तार	2 पीस		स-२ होल स्वाइनिक	1 पीस
	बौरल टेप	[illegible] पीस		स्टैगलकाक 5	पीस
	क-शील अपर पोर	2 पीस		स-बारबाडी 1 पीस	
	लेद	1 पीस		सोकिल्प 12 पीस	
	पिविसी कुनेकसन	5 पीस		टप 12 पीस	
	बेन्ड कपलिंग जुगाले	2 पीस			

*Please use supplementary list of items if items are more

संजीव कुमार
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.
	N.A.	

Signature of Store Keeper ______ 24/7/25.

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)

(Convener/Principal)

SUPPLEMENTARY SHEET - REQUISITION / DEMAND FORM

मैसनायरू DATE ______________ No. ______________

S.No.	कूलर Description	Quantity	Amount	Purpose/Remarks
	४'' पाइप फीनो लम्बा	60 फुट		1½'' पीवीसी पाइप 20 फुट
	४'' पी ट्रैप	४ पीस		1½'' एलबो 8 पीस
	४'' फुलो ट्रैप	1 पीस		
	४'' वाई टी	3 पीस		
	४'' एलबो	४ पीस		
	४'' बेन्ड ४5 डिग्री	5 पीस		
	सुलोशन	500 ग्राम		
	४'' टी	3 पीस		
	४'' सोकेट	6 पीस		
	1'' पीपीआर पाइप	60 फुट		
	¾'' पाइप	60 फुट		
	1'' एलबो प्लेन	12 पीस		
	1'' टी प्लेन	6 पीस		
	1'' सोकेट प्लेन	8 पीस		
	1'' यूनियन	2 पीस		
	1''×¾'' टी प्लेन	10 पीस		
	1''×¾'' एलबो	6 पीस		
	1''×¾'' सोकेट	3 पीस		
	¾'' एलबो प्लेन	18 पीस		
	¾'' टी "	10 पीस		
	¾ सोकेट "	12 पीस		
	¾×½'' ब्रास एलबो	10 पीस		
	¾×½'' टी ब्रास	४ पीस		
	¾×½'' एम टी ए	6 पीस		
	½'' प्लग	12 पीस		
	½'' कन्सील [illegible]	2 पीस		
	1¼'' पीवीसी पाइप	20 फुट		
	1¼'' एलबो	8 पीस		
	कुल	25 पीस		
	एम सील शि०कु०	8 पीस		

Signature of the Requisitioner ______________ Signature of the Concerned Incharge /Sr. Supv. ______________ Signature of the Principal ______________