



MONTGOMERY GURU NANAK PUBLIC SCHOOL

Adarsh Nagar Jalandhar

SEALED TENDERS/QUOTATIONS

SEALED QUOTATIONS/TENDERS ARE INVITED FOR **ELECTRICAL**, AS PER ENCLOSED.

PRINCIPAL

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

Serial No./Ref No. 3737
Date: 10/9/2025

REQUISITION / DEMAND FORM

Name of the Requisitioner Anurag Singh Yadav Designation Electrician
Employee code 619 Department Electrical
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)	ceiling fan (W)	20pc		Gen. uses	
2)	ceiling fan (B)	20pc			
3)	penda switch	100pc (modular)		House	
4)	led tube set 22 watt	25 pc		Thill	
5)	condensor 3+5 mfd	20 pc			
6)	led 2x2	8 pc			

*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 ₹ _____
(Store Keeper)