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

Serial No./Ref. No. 3818

Date: 03 / 10 / 2025

REQUISITION / DEMAND FORM

Name of the Requisitioner Abhudeep Singh Designation Civil Engineer
Employee code 008 Department Town office
Name & Type of work/ project/purchase Traffic Island Tower Execution.

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
	Execution of Traffic Island tower near Hgn school Japuthala chowk		3.0 Lakh (APP.)	(Drawing enclosed)	

*Please use supplemental list of items if items are more

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

*****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)



Approximate Estimate

Note:- The below Given quantity is Only for civil work and can be vary as per actual site condition

<u>For Civil Work</u>			
S.No.	Material	Qty	Unit
1	Cement	40	Each
2	Bricks	5000	Each
3	Sand	200	C.ft
4	Aggregate	100	C.ft
5	Steel bars		
	12mm	30	KG
	8mm	60	KG
6	Labour Requirement		
	Mason	1	25 days
	Labor	2	25 days