MONTGOMERY GURU NANAK PUBLIC SCHOOL
Adarsh Nagar Jalandhar

SEALED TENDERS/QUOTATIONS

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

PRINCIPAL

848 M.G.N. Public School
Adarsh Nagar, Jalandhar
Serial No./Ref. No. 4099
Date: 30/12/25

REQUISITION / DEMAND FORM

Name of the Requisitioner _Sarvanjit Singh_ Designation _Blm of I.C class IV_ off duty T.P.T

Employee code _568_ Department _X-F_

Name & Type of work/ project/purchase _Blind work_

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)	Blinds	4 Pcs.			

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************************************

...ns not issued :(Same Serial Order to be mentioned as stated above against each item)

No.	Description	Qty.

...ature of Store Keeper_____

********************************For Purchase Committee Use Only********************************

...nated Cost _____ Budgeted Amount _____ Expenditure Head_____

...nditure till Date_____ Office Supdt. _____

_____ Valid and responsive quotations were received.

_____ Bids/quotes were technically found acceptable& were considered for Financial/ Commercial comparison.

...fied that Committee has scrutinized all valid quotations/bids.

...ments/Recommendation |

...al financial implications will ₹ _____

...ds_____

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

(Convener/Principal)