



# MONTGOMERY GURU NANAK PUBLIC SCHOOL

Adarsh Nagar Jalandhar

## SEALED TENDERS/QUOTATIONS

SEALED QUOTATIONS/TENDERS ARE INVITED FOR **Exide Batteries, SSD 512, Power Supply & Wifi Router Outdoor** AS PER ENCLOSED.

PRINCIPAL

**M.G.N. Public School**  
**Adarsh Nagar, Jalandhar**  
**REQUISITION / DEMAND FORM**

Serial No./Ref. No. 40/0  
Date: 01/12/2017

Name of the Requisitioner Abdulk. kumar Designation Network Apt.  
Employee code 538 Department IT  
Name & Type of work/ project/purchase 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
01	Exide Batteries 7Ah	100	✓		
	12V		✓		
02	SSD 512 Gb	15	✓		
03	Power supply 800W	05	✓		
04	Power supply 400W	05	✓		
05	Wifi Router outdoor	10	✓		
	TP Link				

\*Please use supplementary list of items if items are more.

Signature of the Requisitioner Abdulk. kumar Signature of the Governing 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)  
(Convenor) (Principal)