



## MONTGOMERY GURU NANAK PUBLIC SCHOOL

Adarsh Nagar Jalandhar

### SEALED TENDERS/QUOTATIONS

SEALED QUOTATIONS/TENDERS ARE INVITED FOR **IFP PANEL WITH OPS I7 16GB 512 HDD**, AS PER ENCLOSED.

PRINCIPAL

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

REQUISITION / DEMAND FORM

Serial No./Ref. No. 6012  
Date 01/12/2021

Name of the Requisitioner Harpreet Singh Designation 27  
Employee code 317 Department IT Dept.  
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	25 LFP Panel with OPS i7 16GB 512 HDD	02		1 IT Dept. for CCTV 1 Reception (Mouseable) with Stand	

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

WPS Signature of the Requisitioner M/S Signature of the Concerned Incharge/Sr. Supv. JK 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)

