



# MONTGOMERY GURU NANAK PUBLIC SCHOOL

Adarsh Nagar Jalandhar

## SEALED TENDERS/QUOTATIONS

SEALED QUOTATIONS/TENDERS ARE INVITED FOR PAINT AND TOUCHUP OF KG PATHWAY & PLAYSTATION, AS PER ENCLOSED.

PRINCIPAL



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

Serial No./Ref. No. 4350

Date: 13/03/2020

### REQUISITION / DEMAND FORM

Name of the Requisitioner Anku Pathak Designation KG Activity I/c

Employee code 417 Department Pre Primary

Name & Type of work/ project/purchase Paint/TouchUp of KG Pathway & Playstation

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
	<u>Enamel Paint</u>			<u>Details attached</u>	
	<u>Oil, Roller</u>				
	<u>and Brushes</u>				
				<u>To make area presentable for upcoming session</u>	

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

Signature of the Requisitioner Anku Pathak

Signature of the Concerned Incharge/Sr. Supv. Sulha

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)

