

Tender No – APS/Stationery/2024

29 Nov 2024

**CALL FOR QUOTATION**

Sir/ Madam

1. Sealed quotations are hereby invited from the reputed and reliable companies/vendors/ firm along with terms and conditions for procurement of stationery for the academic session 2025-2026 of Army Public School Barrackpore, North 24 Parganas under the following terms and conditions: -

2. The details of items are as under: -

<b>SI No</b>	<b>Description of works</b>	<b>Qty</b>
(a)	Lesson Plan Register	160 Nos
(b)	Class Record Register	120 Nos
(c)	Student Attendance Register	120 Nos
(d)	Ruled Register	200 Nos
(e)	Correspondence Files	100 Nos
(f)	Conference Files	25 Nos

3 **Terms & Conditions: -**

- Tender should be dropped in the TENDER BOX kept in APS Barrackpore.
- The envelope containing tenders should be clearly marked Tender No, date & the photocopy of the GST registration certificate of the firm.
- Amount should be quoted including all costs, other charges, taxes etc as applicable and GST number must be written on the quotation.
- Interested bidders may visit the School in any working day between 0800hrs to 1400hrs if required for clarifications.
- Last date of submission of tender is 10 Dec 2024 at 1000 hrs.
- Tender will be opened on 10 Dec 2024 at 1100 hrs. The bidder should remain present at the time of opening of the Tender.
- The authority reserves the right to cancel/ reject any or all the tenders without assigning any reasons what so ever.
- The authority is not bound to accept the lowest tender.
- All payment shall be made by cheque/NEFT/RTGS only.



(Maj VDS Dalpatia)  
Presiding Officer  
2 RAJ RIF