



DAV PUBLIC SCHOOL, BERHAMPUR (ODISHA)


Ref.No. : DAV/BAM/ 4118 /2025

Date : 09/06/2025

TENDER CALL NOTICE

Quotation for the supply of Syllabus, Question Papers, Circulars & other Printing Materials to DAV Public School, Berhampur.

1. Sealed quotations for the supply of Syllabus, Question Papers, Circulars & other Printing Materials are invited by the undersigned on behalf of DAV Public School, Berhampur, Odisha upto **11:00 A.M.** by **17th June 2025**. The quotation received from the printers / agency / organization must have GST.
2. Quotations shall be submitted as per the requirement specified in "**Annexure-A**" in accordance with the terms and conditions specified in paragraphs 3 to 9. Unless otherwise specified in the quotations, it shall be construed that the terms and conditions stipulated hereunder have been agreed to. All products must be from a branded company.
3. The rates should be F.O.R. and should include excise duty, sales tax, GST, freight charges, any other taxes, rates or impositions which are leviable e.g., packing charges in respect of the supplies. The school shall not be liable to pay any tax, freight, etc. which has not been expressly stipulated in the quotation in the event of acceptance of the quotation.
4. There should not be any overwriting or corrections in the quotation. If a figure is to be amended, it should be neatly scored out, the revised figure written above and the same attested with full signature and date. In the absence of such attestation the quotation is liable to be rejected.
5. The undersigned does not bind them to accept the lowest quotation and reserves the right to accept the quotation in whole or in part i.e., with respect to all the materials / articles mentioned in the attached statement or in respect of one or more than one articles specified in the attached statement as she may decide.
6. On acceptance of the quotation it will become a contract and the contractor shall be bound by the terms and conditions of the quotation.
7. If the contractor fails to supply the articles within the time stipulated in the letter of acceptance / purchase order by the undersigned, the undersigned shall be at liberty to purchase the articles from the market or get the rest of the contract completed by any other person or firm.
8. Prior to acceptance of the quotation, the undersigned reserves the right to call for samples or demonstration and the contractor shall be liable to supply the samples or give the demonstration free of cost.
9. Quotations which do not comply with the above conditions are liable to be rejected.


Mrs. Dharashree Padhi
Principal

PRINCIPAL,
D.A.V. PUBLIC SCHOOL
BERHAMPUR (GM.) ODISHA

Copy To:

1. School's Notice Board and Website.
2. The concerned agencies / suppliers / dealers of computer peripherals.
3. The concerned file for record.

School Address: Sadananda Vihar, Gosaninuagaon, BERHAMPUR. Dt. Ganjam, Odisha. Pin : 760003.
Ph : 09439549765 . email : principal@davberhampur.org

Managed by : DAV College Managing Committee, Chitra Gupta Road, DELHI

**QUOTATION OF SUPPLY OF SYLLABUS, QUESTION PAPERS, CIRCULARS &
OTHER PRINTING MATERIALS FOR THE SESSION 2025-26 TO
DAV PUBLIC SCHOOL, BERHAMPUR, ODISHA**

Ref. No. _____

Date: _____

Name of the Firm : _____

Address : _____

Contact No(s) : _____

E-Mail Id : _____

GST No. : _____

Description of the Item(s)	Qty	Amount
1. A4 Paper Printing Single Side Black Ink	1	
2. A4 Paper Printing Single Side Colour Ink	1	
3. A4 Paper Printing Both Side Black Ink	1	
4. A4 Paper Printing Both Side Colour Ink	1	
5. 4 Pages Additional Sheet	1	
6. 8 Pages Answer Book	1	
7. 12 Pages Answer Book	1	
8. 16 Pages Answer Book	1	
9. 20 Pages Answer Book	1	
10. 24 Pages Answer Book	1	
11. 32 Pages Answer Book	1	
12. Certificate A4 Size (Multi Colour)	1	
13. Certificate A6 Size (Multi Colour)	1	
14. Multi colour Leaflet 1/4 Demy	1000	
15. Multi colour Leaflet 1/6 Demy	1000	
16. Multi colour Leaflet 1/8 Demy	1000	
17. Files Made of Duplex Board with printing on above	1	
18. 1/2 Demy Multi Colour Folder with Pouch	1	
19. A4 Copier Packet	1	
20. Short Leave Proforma (100 Pgs)	1	

Signature with date and seal.