



DAV PUBLIC SCHOOL, BERHAMPUR (ODISHA)

Ref.No. : DAV/BAM/ 480/2024

Date : 05/08/24

TENDER CALL NOTICE

- (a) Quotation for printing and supply of Syllabus, Question Papers, Circulars & other printing materials required for School for the Academic Session 2024-25 to DAV Public School, Berhampur.
- Sealed quotations for the supply of the materials shown above are invited by the undersigned on behalf of DAV Public School, Berhampur upto 01:00 P.M. by 12th August 2024.
Quotations should be sent under the sealed cover marked as: "Quotation for the supply of Syllabus, Question Papers, Circulars & other printing materials" and not by name. The quotations will be opened in the office of the undersigned at 10:30 A.M. on 13th August 2024.
 - Interested parties may visit our School Campus at Gosaninuagaon on any working day between 10:00 a.m to 12:00 Noon and collect the relevant sample. The sample of materials is available in the office of the undersigned for reference of the printers.
 - Quotations shall be submitted in Annexure A and in accordance with the terms and conditions specified in paragraphs 4 to 10. Unless otherwise specified in the quotations, it shall be construed that the terms and conditions stipulated hereunder have been agreed to.
 - The rates should be F.O.R. and should include excise duty, sales tax, 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.
 - 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.
 - The undersigned does not bind herself 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.
 - On acceptance of the quotation it will become a contract and the contractor shall be bound by the terms and conditions of the quotation.
 - 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.
 - 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.
 - 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:

- School's Notice Board and Website.
- The Principal, DAV Public Schools: CS Pur, Pokhariput, Unit – VIII & Kalinga Nagar with a request to kindly take necessary steps to display the notice on the School Notice Board & Website for information of the public / person concerned.
- The Regional Director, DAV Institutions, Odisha for kind information and record.
- The Regional Officer, DAV Institutions, Odisha, Zone C for kind information and record.
- 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 2024-25 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. Printing on A4 Paper one side	1 pc	
2. Printing on A4 Paper Both side	1 pc	
3. Answer Booklet 32 Pages	1 pc	
4. Answer Booklet 24 Pages	1 pc	
5. Answer Booklet 20 Pages	1 pc	
6. Answer Booklet 12 Pages	1 Pc	
7. Question Paper Printing A4	1 pc	
8. Report Card 1/10 th Board Size	1 Pc	
9. Additional Sheet	1 pc	
10. Multi Colour Certificate A4 Size (Min.Qty 1000)	1 pc	
11. Multi Colour Certificate A6 Size	1 pc	
12. Four Page Multi Colour Leaflet Maplitho Paper	1 pc	
13. Four Page Double Colour Leaflet (Min.Qty 2000)	1 pc	
14. Four Page Single Colour Leaflet (Min.Qty 2000)	1 pc	
15. A4 Copier Packet	1 Pkt	
16. Files made of Duplex Board with printing on top	1 pc	
17. Syllabus Cover Page	1 pc	
18. Short Leave Proforma (100 Pgs)	1 Pc	

Signature with date and seal.