ARMY PUBLIC SCHOOL JODHPUR

CIRCULAR

AMENDMENTS IN QUOTATION - PRINTING AND SUPPLY OF STATIONERY ITEMS FOR ACADEMIC SESSION 2025-26

1. Please refer call of quotation on the subject uploaded on the school website.

2. The following amendments may please be carried out in above quotation :-

S. No	Para No of Quotation	For	Read	Remarks
(a)	2(a) (ii) Quality of Paper	70 gm Maplito Paper	70 gsm Maplito Paper	Fresh call of quotation attached.
(b)	2 (a) (vi) Binding	-	Glue binding with stitch.	
(c)	2(b) (ii) Quality of Paper	70 gm Maplito Paper	70 gsm Maplito Paper	
(d)	2(b) (vi) Binding	-	Glue binding with stitch.	
(e)	2 (c) (iii) Quality of Paper	58 gm Shivpur	95 gsm Shivpur	
(f)	2 (c) (v) Binding	-	Duly stitched	

3. Rest no change.

4. For information and necessary action please.

Date : 05 Feb 2025

(Dr (Mrs) Tabassum Khan
Principal

(Concerned Vendor)

QUOTATION DOCUMENTS

ARMY PUBLIC SCHOOL JODHPUR

PRINTING & SUPPLY OF STATIONERY ITEMS FOR ACADEMIC SESSION 2025-26

1. Rate for printing & supply of each copy (inclusive of all taxes) of following:-

   (a) School Diaries Size 18 cm (width) x 20 cm (length) : Rs _____per copy.

   (b) School Diaries Size 13.6 cm (width) x 21.6 cm (length) : Rs _____per copy.

   (c) Students' Attendance Register : Rs _____per copy.

2. **Specification of Documents**.

   (a) **School Diary (Nursery to V)**.

(i)	Total pages	- 200 pages (100 leaves) both side printed
(ii)	Quality of paper	- 70 gsm Maplito paper
(iii)	Size of the diary	- 18 cm (width) x 20 cm (length)
(iv)	Cover pages	- 300 gsm – front & back pages multi colour printed and mat laminated
(v)	Qty required	- Approx 2300 copies
(vi)	**Binding**	**-Glue binding with stitch.**

   (b) **School Diary (VI to XII)**.

(i)	Total pages	- 200 pages (100 leaves) both side printed (including 12 pages (06 leaves) both side colour print)
(ii)	Quality of paper	- 70 gsm Maplito paper
(iii)	Size of the diary	- 13.6 cm (width) x 21.6 cm (length)
(iv)	Cover pages	- 300 gsm – front & back pages multi colour printed and mat laminated
(v)	Qty required	- Approx 2700 copies
(vi)	**Binding**	**-Glue binding with stitch.**

   (c) **Students' Attendance Register**.

(i)	Total Pages	- 34 pages both side printed, centre pined and binding
(ii)	Size	- 9 ½" x 14"
(iii)	Quality of Paper	- 95 gsm Shivpur Ledger both side printed and centre pined
(iv)	Quantity Required	- 130
(v)	**Binding**	**- Duly Stitched**

3. Time period - Within 20 days on & receipt of printing material

4. Payment - On supply & verification of the items

5. Last date of submission of quotation - **1100 hrs,10 Feb 2025**

6. Date of opening of quotation - **10 Feb 2025 (1115 hrs)**. If the quotation will not be opened on the same day due to any exigencies, the same will be intimated to the firms telephonically.

7. Earnest Money - A joint FD/Bank Guarantee equivalent to 5% of the total quotation cost for a period of three months to be deposited by the final bidder at the time of issue of supply order

Signature of Firm Rep with Seal

8. The costs mentioned by the vendor will be valid for atleast 180 days
9. The vendor will check sample before filling of tender.
10. Firms will attach samples of the papers.
11. Firms to mention their full address with telephone number on the envelope.

(Dr (Mrs) Tabassum Khan)
Principal
Army Public School Jodhpur

Signature of Firm Rep with Seal

To be filled by the Firm before Delivery

1.	Name of the Firm	:	_____
2.	Firm Owner's Name	:	_____
3.	Address of the Firm	:	_____
			_____
4.	Contact Number	:	_____
5.	Email Id	:	_____
6.	PAN Card Number (attach Photocopy)	:	_____
7.	GST Number (attach Photocopy)	:	_____
8.	Service Tax Number (attach photocopy)	:	_____
9.	Detail Increase (attach statement)	:	_____
10.	Any previous project with school (Give name of project/work done)	:	_____
11.	Date of Depositing Quotation Document	:	_____