



# GAIL D.A.V. PUBLIC SCHOOL

(An English Medium Co-educational Sr. Secondary School)  
(Managed by D.A.V. College Managing Committee, New Delhi)  
GAIL Gaon, Dibiyapur, Distt. Auraiya (U.P.) - 206 244.  
Affiliated to CBSE Delhi vide Affiliation No. 2130336, School Code. 70121

12.02.2026

## Notice inviting Quotations

Sealed quotations for **Supply of Student Almanac** as per specifications shown in the attached quotation form (Annexure-A) are invited by the undersigned by **19.02.2026** Quotations should be sent under sealed cover marked as: '**Supply of Student Almanac**' to **Principal, GAIL DAV Public School, GAIL Gaon, Dibiyapur, Auraiya, U.P.-206244**.

The quotations will be opened in the office of the undersigned at 10:00 A.M. on **20.02.2026**. The quotations shall be submitted in the attached **Quotation Form** only and as per the terms & conditions given below:

- The rate should be F.O.R. GAIL DAV Public School and should include excise duty, GST, freight charges, any other taxes, rates or imposition which are leviable e.g., packing charges in respect of the supplies. The school/institution will 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 be 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 articles mentioned in the attached statement or in respect of one or more than one articles specified in the attached statement as he may decide.
- On acceptance of the quotation, it will become a contract and the contractor shall be bound by the terms & conditions of the quotation.
- Supply of the article will be completed within **20 (Twenty)** days from the date of awarding work order.
- If the contractor fails to supply the articles within the stipulated time, the undersigned will be at liberty to purchase the articles from the market or get the rest of the contract completed by any other party and the difference of price, if any, will be deducted from the quotation/billing amount.
- The quantity of articles indicated in the attached statement may be increased or decreased at the discretion of the undersigned without assigning any reason.
- 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.
- In the event of acceptance of the quotation and placing of the order for purchases, the articles ordered for would be subjected to an inspection by the undersigned or my representative and are liable to be rejected if the articles supplied are not according to the approved samples or do not conform to the specifications prescribed.
- The rates quoted by the contractor shall hold good up to **31.03.2027**. No amendment in the rate except increase in the rate of Tax, if applicable, during the period of execution of the contract will be accepted.
- Quotations which do not comply with the above terms & conditions, are liable to be rejected.

Sd/-  
Principal



**DAV Public Schools**  
**Different Zones of U.P.**

Annexure-A

S.No.	Name of the Item & Specification	Qty.	Per Unit Price without GST	GST %	GST Amt.	Per Unit Price with GST
1	<b>Printing of Students' Almanac:</b> <b>Size :</b> 8.5 inches x 5.5 inches <b>Cover Page :</b> 4 pages with multicolour design in 350 GSM with Thermal Lamination and UV Coating (Multicolour) <b>Inner Pages :</b> 160 Inner White Colour Pages with B/W Printing & Ruling on 70 GSM Ballarpur Mill Paper Perfect Binding Total 160 pages excluding the cover pages	9000-10000				
	<b>Total (Rounded Off)</b>	16000-17000				

Name of the Firm: \_\_\_\_\_

Date: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

Name of the Authorised Person: \_\_\_\_\_

Contact no. \_\_\_\_\_

Signature with Seal: \_\_\_\_\_

Total No. of 9000 to 10000 Almanacs are required for schools of two Zones and 16000 to 17000 are for more than two Zones. Cover page for each Zone will vary.

Note:

-Kindly ensure that the quoted rate includes all freight and delivery charges. The consignment is required to be delivered to the schools concerned directly.

- The inside content of the almanac will be provided by the school.
- The cover page of each Zone almanac is to be got approved by the Regional Head Concerned.
- At the time of submission of quotations, bidders must mandatorily provide specimen samples of the paper proposed to be used for printing the inside content and the cover page.
- The final printing of the almanac shall be undertaken after due approval by the School Authority concerned, subsequent to thorough review & proof reading.
- All printing and layout work must strictly adhere to the content, design specifications, and material standards prescribed in the quotation notice.
- The quotation must be submitted by hand or through speed post only by 19.02.2026, along with all necessary documents as specified in the quotation notice.

