



DAV PUBLIC SCHOOL NAHAN HP

Ref.No: DAV/NHN/HP-013/

Dated: 22/08/2026

Notice Inviting Tender

Sr. no.	Particulars	Details
<u>1</u>	Selling of DAV Publication Books	Annexure - I
<u>2</u>	Cost of Tender Form	Rs. 500/- (Rupees Five Hundred Only)
<u>3</u>	Date and Time of tender form	23.08.2026 to 26.08.2026 (9.00 am to 4.00 pm)
<u>4</u>	Last date of Submission	26.08.2026 before 3.00 pm

Notes

1. The date of opening of tender may be extended and the same will be intimated.
2. No vendor shall be allowed to withdraw his tender after its opening.
3. Rates of both in figures and words should be quoted on the prescribed proforma and these should not be over written.
4. Tenders quoted on other than tender document of this office will not be accepted.
5. All the columns of the tender form should be properly filled in.
6. Tenders which are not in the prescribed form/incomplete / or vary any of the conditions listed in the tender documents will be rejected out rightly.
7. The vendor should submit the entire bid document stamped & signed.

Rakesh Kumar
Principal
DAV Public School
Nahan Distt. Sirmour





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Terms and conditions of tender

1. Tender cost of Rs 500/- (Rupees Five Hundred Only) is to be submitted.
2. Declaration, typed on company/firm letter head, stamped and signed by authorized signatory (Annexure-I) must be submitted.
3. Copy of PAN card (PAN No) must be submitted.
4. The vendors/agencies are advised to study the tender document carefully. Submission of tender shall be deemed to have been done after careful study and examination of the tender document with full understanding of its implications.
5. Only sealed tenders should be submitted and other would not be accepted.
6. The tender documents are non- transferable.
7. Subletting the assigned work is strictly prohibited. Incomplete and conditional tender will not be accepted.
8. All the pages of the tender submitted must be stamped and signed by the authorized signatory.
9. The school management reserves the right to cancel any or all the bids without giving any reason whatsoever.

I/we certify that all terms and conditions shall be obeyed by me/us.

Name of signatory _____

Signature _____

Phone No _____

Email Id _____



Annexure-I
TENDER APPLICATION FORM
SELLING OF DAV PUBLICATION BOOKS

School Name: _____
Tender Ref. No.: _____
Date: _____

APPLICATION FORM

To,
The Principal
DAV Public School
Nahan, Distt. Sirmour (HP)
Subject: Application for DAV Publication Books Supply/Selling Tender
Respected Sir,
I/We hereby apply for authorization for selling and distribution of DAV Publication Books in your institution

APPLICANT DETAILS

- Name of Firm: _____
- Authorized Person: _____
- Address: _____
- Contact No.: _____
- Email: _____
- GST No.: _____
- Book Distribution License: Yes / No

BUSINESS CAPACITY

- Storage Facility Available: Yes / No
- Previous Experience in Book Supply: _____ years
- Tie-up with DAV Publication: Yes / No

CONDITIONS / ELIGIBILITY

1. Only authorized distributor of DAV Publication allowed.
2. Books must be supplied at **fixed/approved rates** only.
3. No overcharging from students/parents allowed.
4. Proper bill/invoice must be issued for each sale.
5. Unsold/defective books return policy as per agreement.
6. Timely supply before academic session start.
7. Agency must maintain stock register and audit records.

DECLARATION

I accept all terms and confirm compliance with DAV publication policies.

Signature: _____
Name: _____
Stamp: _____

