

**DAV Public School Moonidih Project Inviting Sealed Quotations of Stationery Items for the session 2026-27:**

Date: 09-03-2026

DAV Public School Moonidih is inviting sealed quotations for the following items for the F.Y. 2026-27. Interested firms/agencies are required to submit the details in the below given format on **their own letter pads** in hard copy in a sealed envelope latest by 23-03-2026 to the school office during the working hours. Kindly quote the rate strictly as per the details mentioned for different items with brand/made.

SN	Particulars Details	Brand/Make	Rate
1	Xerox Paper A4 Size		
2	Xerox Paper A3 Size		
3	Office File		
4	Cover file		
5	Button File		
6	Tag/Gudlu file		
7	Register (each types)		
8	Pen		
9	Black Board Chalk		
10	Black Board Duster		
11	Dusting Cloth		
12	Stapler ( Big)		
13	Stapler Pin (Small)		
14	Carbon		
15	Fevi stick		
16	Glue Big		
17	Pad ink		
18	Rubber band		
19	Envlope A4 Size		
20	Map		
21	Graph Paper		
22	Cello tape		
23	Sealing wax		

- There should not be overwriting or corrections in the quotation.
- The Party must attach sample of Paper/GSM at the time of quotation submission.
- The undersigned does not bind himself/herself to accept the lowest quotation if the quotation does not match all the specifications as required/mentioned and reserve the right to cancel the quotation.
- Rate must be included with GST

Sd/-  
Headmistress