Mob : 8795579555 Mil. : 6930
Email : [redacted]

ARMY PUBLIC SCHOOL S.P. MARG

(Affiliated to CBSE, New Delhi vide affiliation No 2180022 & School Code No 70909)
Near Topkhana Bazar, Lucknow Cantt (UP), PIN-226002

146/Stationery/APS dated 13 Nov 2026

(details of vendors attach)

CALL FOR QUOTATION
PROCUREMENT OF STATIONERY ITEMS FOR EXAM CELL: 2026-27

1 This school intends to procure items as per details attached as **Annexure**. You are requested to submit your quotations for the same mentioning the rate per unit in a sealed envelope by **25 Nov 2026 at 1300 hrs**. Quotation will be opened on **26 Nov 2026 at 1230 hrs. (Tentatively)**

2 **Pre Bid Meeting.** A Pre Bid meeting will be held on **20 Nov 2026 at 1130 hrs**. All the interested Bidders are requested to attend the same before quoting the final rates. The specimen as required as listed in the **Annexure** attached can be obtained from this school

3 You are requested to quote your rates for the said project as per formal attach. Rates should be inclusive of all charges/GST The GST No of your Firm also needs to be indicated on your quotations. **Without GST No, quotations will be rejected**

4 All vendors are requested to contact the school for samples of the articles as mentioned in the **Annexure** and thereafter submit the quotation. Pl also ensure to quote the rates of all items ie. from **Ser No 01 to 13** as listed in the above Annexure otherwise quotation will be rejected and no representation in this regard will be accepted.

5 Quotations should be sent on the name of Principal, Army Public School, SP Marg, Lucknow Cantt (UP), PIN 226002 by post/hand. No quotations will be accepted through email

6 **Last date of receipt of the quotations in school is 25 NOV 2026 at 1300hrs**

7 Date of opening of quotations will be intimated separately.

Army Public School Procurement SP Marg Lucknow (UP)

Principal
Army Public School
SP Marg, Lucknow

Enclosures : As above

Copy to -
11 GRRC - for info please.

Annexure.

QUOTATION FORM

Name & Address of Vendor: _____

_____

E mail ID (in capital) : _____

GST No : _____

Mobile No : _____

Details & specifications of store/eqpt

Ser No	Details/Items	A/U	Qty	Rate (incl GST)	Amount (Including GST)
1	P SHEETS (8pg)	Nos	45000		
2	B SHEETS (4 pg)	Nos	20000		
3	REPORT CARD SHEETS (As per the Sample) (150 to 200 GSM)	Nos	3000		
4	A3 SHEETS (120 GSM)	Ream	3		
5	A4 SHEETS 75 GSM	Ream	200		
6	STAPLER BIG HD-45	Nos	1		
7	STAPLER SMALL SIZE (Kangaroo No-10)	Nos	5		
8	WHITENER PEN 15 ml	Nos	5		
9	GRAPH PAPER Contains 100 Pages	Booklet	150		
10	RUBBER BAND Standard quality (Big)	Kgs	10		
11	SUTALI	Kgs	20		
12	IVORY SHEETS	Nos	200		
13	PAPER SHREDDER SMALL SIZE KORES EASYCUT 828 N 10 SHEETS 418 MM CROSSCUT (20 LTR BIN CAPACITY)	Nos	1		
				Total Cost (Including GST & ALL Charges)	

(Ms. Rubi TGT)

Army Public School Procurement SP Marg Lucknow (U.P.)

Terms and Conditions

1 Rate should be inclusive of all charges/GST GST registration certificate to be **attached If certificate not found quotation will be rejected.**

Contd 2/-

2 No advance payment will be made Payment will be done on submission of completion report

3 Item to be supplied by the vendor to the school School will not collect the store from shop/dealer

4 School will not be responsible for damage of article/eqpt in route Store should be handed over to the school in proper running/original conditions

5 All vendors are requested to contact the school for samples of the articles as mentioned in the **Annexure** and thereafter submit the quotation Pl also ensure to quote the rates of all items ie from **Ser No 1 to 13** otherwise quotation will be rejected and no representation in this regard will be accepted

Army Public School Procurement Sec Mrtg Lucknow (UP)

Total Rupees in words: (Rupees _ only)

Date

(Company Stamp and Signature)