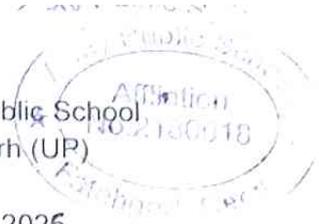


Tele : 7080667367

Army Public School,  
Fatehgarh (UP)



Jan 2026

0126/AS/Edn

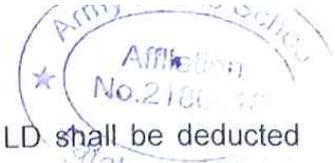
**QUOTATION FOR PRINTING OF STUDENTS DIARY, TEACHERS DIARY AND  
OTHER STATIONERY ITEMS FOR THE SESSION 2026-27**

1. Army Public School, Fatehgarh intends to print the Students Diary, Teachers Diary and other Stationery items for the session 2026-27. The details of the same are attached as per Appx.
2. You are requested to send your sealed quotation duly quoted your rates inclusive with all taxes.
3. You are requested to submit the quotation on Company letter head, stating your address, contact details GSTIN No. duly signed and affixed office seal. Vendors are also requested to attach PAN Card, Aadhar Card (Optional) and Cancelled Cheque of the Firm/Individuals with the quotation.
4. The school reserves its rights to alter the quantities/items or reject any quotation without assigning any reason thereof. The rates quoted must include all taxes/GST for Army Public School, Fatehgarh. The rates quoted by you will be valid till 31 Mar 2026.
5. The vendors have to quote their rates both in figures and words the rates quoted in the quotation should be inclusive of all freight, Taxes, Service Tax, GST and other incidental charges if any (i.e F.O.R School Campus).
6. **Specifications.** All items as specified only are to be supplied. Items not found genuine/satisfactory shall be rejected and the supplier will remove the same from the school at his own cost. The school shall be at liberty to have the items replaced by the dealer and if not replaced then go in for Risk Purchase of the same at the cost of the supplier. **In the case of Branded items**, if any quoted items are not available then the dealer may supply a better branded item/item of higher specifications. However, no additional cost would be paid. Any items of lower specification would not be accepted.
7. **Liquidated Damaged (LD).** If the vendor fails to complete in full, all deliveries of items, or fails to complete the implementation within the stipulated period, in accordance with the supply order the vendor shall pay to the customer liquidated damages, at the rate of one percent (1%) of the total value of the supply order, for each complete week or part thereof, of delay, up to a maximum of ten percent (10%) of the value of supply order. Thereafter the customer would have the option to buy the items/from the market at the vendors risk and cost. The mode and method of such risk purchase would be as prescribed by Govt of India

(Signature of vendor with stamp)

Date:

Principal  
(Signature of Principal)  
Fatehgarh (U.P.)



8. **Method of Payment of LD.** The amount charged as LD shall be deducted by the customer from the amount due for payment to the vendor. If the amount such LD exceeds the payments due to the vendor, the vendor shall within 30 (thirty) days make payment to the costumer in FULL & FINAL settlement of claims less the value of the bank guarantee if encashed, where applicable.

9. **Earnest Money.** Call for quotation must be accompanied by a Demand Draft of Rs 6000/- in favour of Principal, Army Public School, Fatehgarh payable at ICICI Bank, Fatehgarh as an EMD. Which will be returned to unsuccessful bidders with in 30 days of award of the Contract.

10. **Time for completion of supplies.** Time of completion of supplies will be four weeks from the issue of the supply order. The school reserves the right to cancel the supply order if the items are not received in two weeks time.

11. **Payment Terms** Payment will be made through NEFT/RTGS in the name of the firm supplying the material after the stores have been received and checked by the Inspection Committee detailed by Chairman for quality/quantity and worthiness and found acceptable. Hence it is advised that the complete consignment as per the supply order be supplied in one lot to facilitated checks & processing of bills.

12. Sealed quotations addressed to Principal, Army Public School, Fatehgarh should be dropped in school tender box or by registered post on the following address:-

**Principal**  
**Army Public School, Fatehgarh**  
**Distt – Farrukhabad (209601)**

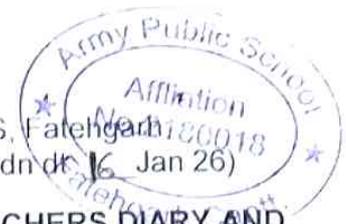
13. Last date for receipt of quotation at APS, Fatehgarh is 20 Jan 2026. Date and time of opening of quotation will be intimated telephonically.

14. The competent authority does not bind to accept the lowest or any other quotation and reserves right to reject any or all the quotations received without the assignment of a person.

(Signature of vendor with stamp)

Date

(Signature of Principal)  
 Principal  
 Army Public School  
 Fatehgarh (U.P.)

**Appx**(Refer Para 1 of APS, Fatehgarh  
letter No 0126/AS/Edn dt 16 Jan 26)

**SPECIFICATIONS OF THE PRINTING OF STUDENTS DIARY, TEACHERS DIARY AND  
OTHER STATIONERY ITEMS FOR THE SESSION 2026-27**

Ser No	Items	A/U	Qty	Specifications	Unit Price Incl Taxes	Total cost with GST
1	Student's Diary for all Wings	Nos	2450	(i) Size - 21cm x 13cm (ii) Cover page – 300 GSM, Coloured Glossy, Rest Pages 70 GSM (Map litho pages) (iii) No. of Pages -200 Pages (Thread/stapled (quality binding))		
2	Teacher's Diary for All Wings	Nos	120	(i) Size-21 cm x 34 cm (ii) Inner pages quality – 70 GSM (Map litho pages) (iii) Front (outer) page – Hardboard (iv) No of Pages – 384 (Thread/stapled (quality) binding)		
3	Student's Outpass Book	Nos	100	(i) No of Page – 100 (ii) GSM-70 (Map litho paper), Outer cover hard board (iii) Size – 21cm x 10 cm		
4	Student's Attendance Register	Nos	70	(i) No of Pages-40 (ii) GSM -70 (ledger paper), Outer cover Hard board (iii) Size – 33 cm x 40 cm		
5	PTM cum Marks Register	Nos	70	(i) No of Pages -90 (ii) GSM-70 (Map litho pages), Outer cover hard board (iii) Size – 33.5cm x 21cm		
	<b>Total</b>					

Note : Task to be done and completed as per the sample approved by the School by the School and after verification of the its similarity then the payment will be done.

(Signature of vendor with stamp)

Date

Principal  
Army Public School  
Fatehgarh