



ARMY PUBLIC SCHOOL, BABINA
TUNKA ROAD BABINA CANTT (UP) - 284401
Website : www.apsbabina.com, Email: armyschool3@yahoo.com
AFFILIATED TO THE CENTRAL BOARD OF SECONDARY EDUCATION

TENDER NOTICE

1. The school invites tenders in a sealed envelope from interested and eligible vendors for **PRINTING OF SCHOOL MAGAZINE FOR THE SESSION 2025-26**. The details of items of which supply required is as under :-

Ser	Item	Specification	A/U	Qty Required	Vendor quote the rate for per magazine inc all taxes
(a)	Printing of School Magazine for the session (2025-26)	130 GSM Art Paper with A4 Size with Cello Binding in full Multicolour Printed upto 50 Pages and upto 60 Pages.	Nos	1200 (qty may vary as per the strength)	

2. **IMPORTANT POINTS FOR VENDORS** :-

(a) Quotation/ Bid should be submitted **in sealed envelopes** and mentioned subject on top of the envelope. Entry in Tender register is mandatory while dropping quotation in box.

(b) The sealed Quotations/ Bids to be dropped in the **QUOTATION BOX** kept in the school within the stipulated date and time 9:00 – 14:00. The Quotations/ Bids received after closing date of a tender will not be accepted.

(c) Only authorised vendors to submit quotation/ bid.

(d) Telephonic / incomplete Quotations/ Bids will not be entertained.

(e) It should be noted that submission of Quotation/ Bid by a vendor/ firm is not a guarantee for their final selection. They will only be selected on the basis of final scrutiny of their Technical & Commercial Bid.

(f) Vendors/ firms are advised to read this tender notice carefully before submitting their Quotation/ Bid.

(g) **An affidavit will be given with tender form that you have your own printing Offset Machine situated at.....**

(h) Printed GST number should be on the letter pad of the quotation.

3. Tender Notice can be downloaded from the Army Public School Babina website :www.apsbabina.com

4. **Last date for submission of Quotation/ Bid is : 14 Feb 2026**

5. **TECHNICAL BID**. The Technical Bid to be submitted as per format given at **Appendix 'A'**. However, the following necessary documents to be attached with Technical Bid :-

(a) Downloaded and printed copy of this tender notice duly stamped and signed by a vendor on each page in token of acceptance of the terms and conditions/ specifications of the tender.

(b) Photocopy of previous Supply Orders in support of work experience if any.

(c) Photocopy of PAN Card of firm/ proprietor.

(d) Photocopy of GSTIN Registration.

(e) Sample copy of magazines to be submitted along with quotations.

6. **COMMERCIAL BID**. Commercial Bid to be submitted as per format given at **Appendix 'B'**. It should be submitted without any overwriting/ erasing/ cutting. Use of correction fluid/ correction tape on Commercial Bid is strictly prohibited. However, the following information must be mentioned on Commercial Bid:-

(a) Telephone/ Mobile Number of firm.

(b) E-mail ID of firm.

(c) GSTIN of firm.

7. An undertaking to be submitted as per format given at **Appendix 'C'**

9. It should be noted that **Army Public School Babina reserves the right to accept or reject any quotation without assigning reasons.**

CFN :- 1500/ADD/APSB

DATE:- 02/02/26

Sd/-X-X-X
Principal

TECHNICAL BID

1. Name of Firm : _____
2. Address for Correspondence : _____
3. Tele No./Fax No. and E-mail address : _____
4. Person responsible for conduct of business: _____
5. PAN Number : _____
6. GSTIN : _____
7. Annual Turnover (Last 5 Years) :
8. Details of Purchase Orders received from Govt Departments/ PSUs : Applicable (copy attach)

I, proprietor/ partner/ director of (name of the company/firm) hereby declare that the information given in this form is true and correct to the best of my knowledge and belief.

(Signature of Authorised Signatory
with Firm's Stamp)

Date : _____

COMMERCIAL BID

1. With reference to your Tender Notice No _____ dated _____; the details of the required stores/ items are as under:-

Ser No	Nomenclature of Item	Specification	Unit Cost (in Rs)	CST/ GST (in Rs)	Total Cost (in Rs)
Grand Total (in Rs)					

- 2. GSTIN of firm : _____
- 3. Validity of the Quotation/ Bid : _____
- 4. Mobile Number of firm/ Vendor : _____
- 5. E-mail ID of firm : _____

(Signature of Authorised Signatory
With Firm's Stamp)

Date : _____

UNDERTAKING

To,

**The Principal
Army Public School, Tunka Road Babina Cantt.
Distt - Jhansi (UP) -284401**

Sir,

1. I/ We do hereby solemnly declare and undertake that:-
 - (a) The terms & conditions of the tender is acceptable in complete. If any information in the tender submitted by me is found incorrect/false, at any time, the tender/ contract is liable to be rejected.
 - (b) The firm is in this business since last five years.
 - (c) The items quoted by me/ us have not been and are not being supplied to any other Govt organization / institution situated in UP (East) Region at rates lower than those quoted here and the rates quoted in this tender are not more than M.R.P. of the items.
 - (d) The items quoted are of standard quality and workmanship
 - (e) The firm is not black listed in any Govt. org./ institution.
 - (f) I/ We give the rights to the Army Public School Babina to forfeit the performance security deposited by me/ us if any delay/failure occur on my/ our part to supply the items within the prescribed time or the items of desired quality.
 - (g) Sealed Quotation are invited by the undersigned upto _____ (Date) Quotations should be sent under sealed cover only by Regd/Speed Post to Army Public School, Babina.
 - (h) The Undersigned does not bind himself/herself to accept the Lowest Quotation and Reserve the right to accept the Quotation as he/she may decide.
 - (i) Printed GST number should be on the letter pad of the quotation.
 - (j) The Printer provides the samples of his best quality of printing work with Quotation.
 - (k) **Only Original Printing Press Owner who have Printing (off set) house will be authorized to quote the rates/not traders.**
 - (l) The Quantity of article may be increased or decreased at the discretion of undersigned without assigning any reason.

(Signature of Authorised Signatory
With Firm's Stamp)

Date : _____

