



पीएम श्री केंद्रीय विद्यालय, एंड्रयूज गंज
PM SHRI KENDRIYA VIDYALAYA ANDREWS GANJ
शिक्षा मंत्रालय, भारत सरकार
Ministry of Education, Govt. of India
मूलचंद फ्लाईओवर के नजदीक, नई दिल्ली 110024
Near Moolchand flyover, New Delhi-110024
दूरभाष 011-26434112, Email: pmshrikvandrewsganj@kvsrodelhi.in
वेबसाइट/ website: <https://www.andrewsganj.kvs.ac.in>
Affiliation: 2700001, CBSE Code: 29022, KV Code: 1404, UDISE code: 07090915901

76/के.वि.ए.गंज-1/2025-26/

दिनांक: 24.01.2026

नोटिस / Notice

विद्यालय में सत्र 2026-27 हेतु विभिन्न सामग्री की आपूर्ति / सेवाओं तथा फर्नीचर, स्टेशनरी, प्रिंटिंग निर्माण सामग्री एवं सफाई कर्मचारी / माली / बागवानी / मजदूर, प्रयोगशाला सम्बन्धी सामग्री, श्रव्य सामग्री, विद्युत सामग्री, अध्ययन शिक्षण सामग्री, RO Storage, AC Cooler, AC, AMC, सफाई से सम्बन्धित सामान, टेंट / शामियाना आदि, कंप्यूटर AMC, कंप्यूटर सामग्री, काट्रिज रिफिलिंग, फोटो कॉपियर AMC, कैंटीन का कार्य, सिक्यूरिटी गार्ड, प्लम्बर, इलेक्ट्रिशियन, विडियोग्राफी / फोटोग्राफी, सांस्कृतिक कार्यक्रम हेतु ड्रेस, ट्रांसपोर्ट बस / टैक्सी किराए पर देने हेतु, पेंटिंग / रंगाई पुताई व लोहे का कार्य आदि, पेंटर का कार्य, खेलकूद सामग्री, एल.ई.डी (LED), टीवी (TV), नेम प्लेट, ओनर बोर्ड, पलेक्स बनाने आदि सेवाओं एवं सामग्री की आपूर्ति हेतु प्रतिष्ठित आर्थिक रूप से सुदृढ़ सम्बन्धित सामग्री / सेवाओं व्यवसाय कर रहे प्रतिष्ठानों हेतु प्रस्ताव आमंत्रित किए जाते हैं। प्रस्ताव के साथ उक्त कार्य करने का अनुभव की प्रतिलिपि तथा प्रतिष्ठान से सम्बन्धित विभाग द्वारा पंजीकरण जी.एस.टी. नम्बर की प्रमाणित प्रतिलिपि लगाना अति आवश्यक है। उक्त प्रस्ताव विद्यालय में संलग्न फॉर्म के साथ स्पीड पोस्ट / रजिस्टर्ड पोस्ट / व्यक्तिगत रूप से 15.02.2026 तक पीएम श्री केन्द्रीय विद्यालय एंड्रयूज गंज नई दिल्ली-110024 में अवश्य पहुंच जाने चाहिए।

Proposals are invited from reputed and financially sound establishments dealing in the supply of various materials and services for the academic session 2026-27 at the Vidyalaya. These include furniture, stationery, printing, construction materials, cleaning staff/gardeners/laborers, laboratory equipment, audio-visual equipment, electrical materials, teaching and learning materials, RO storage, AC coolers, air conditioners, AMC (Annual Maintenance Contract) for various equipment, cleaning supplies, tents/canopies, computer AMC, computer hardware, cartridge refilling, photocopier AMC, canteen services, security guards, plumbers, electricians, videography/photography, costumes for cultural programs, transport buses/taxis on hire, painting/whitewashing and ironwork, painting services, sports equipment, LED TVs, nameplates, owner boards, and plexiglass fabrication. It is mandatory to attach a copy of the experience certificate for the aforementioned work and a certified copy of the GST registration number issued by the relevant department of the establishment along with the proposal. The proposals, along with the attached form, must reach to PM Shri Kendriya Vidyalaya Andrews Ganj, New Delhi - 110024 by Speed Post/Registered Post/By Hand by 16.02.2026.

फृष्टा
(विवेक पाटवा) 10/1/20
प्राचार्य
पीएम श्री केन्द्रीय विद्यालय
PM SHRI KENDRIYA VIDYALAYA
एंड्रयूज गंज / ANDREWS GANJ
नई दिल्ली-24 / NEW DELHI-24

पीएम श्री केन्द्रीय विद्यालय एंड्रयूज गंज नई दिल्ली

PM SHRI KENDRIYA VIDYALAYA ANDREWS GANJ NEW DELHI

2026-27 के लिए फर्म पंजीकरण का प्रपत्र/FORM FOR THE REGISTRATION OF THE FIRMS FOR THE YEAR 2026-27.
 विषय: वस्तुओं/सेवाओं की आपूर्ति हेतु फर्म/एजेंसी का पंजीकरण Sub:-Registration of firms/Agencies for Supply/Service
 फर्म/प्रतिष्ठान के अधिकृत व्यक्ति / मालिक द्वारा भरा जाय / TO BE FILLED BY AUTHORIZED PERSON /
 OWNER OF ORGANIZATION

| | | | | | | | | | | | | | | |
|---|---|-------------------------------------|--|--|--|--|--|--|--|---------|---------|--|--|--|
| 1. | प्रतिष्ठान / कंपनी / आपूर्तिकर्ता / विक्रेता का नाम NAME OF THE ORGANIZATION/ COMPANY / SUPPLIER / VENDOR | | | | | | | | | | | | | |
| 2. | पत्राचार का पता/ADDRESS FOR COMMUNICATION | दुकान सं./नाम Shop No./Name | | | | | | | | | | | | |
| | | गली का नाम Street Name | | | | | | | | | | | | |
| | | ग्राम व पोस्ट Village (Post) | | | | | | | | | | | | |
| | | नगर City | | | | | | | | | | | | |
| पिन कोड/PINCODE | | | | | | | | | | | | | | |
| 3. | टेलीफोन नं. ई-मेल/TELEPHONE NUMBER/EMAIL ID | लैंडलाइन (का.)/Landline(0) | | | | | | | | | | | | |
| | | फैक्स (का.)/Fax (0) | | | | | | | | | | | | |
| | | मोबाइल/Mobile | | | | | | | | | | | | |
| | | ई-मेल/Email Id | | | | | | | | | | | | |
| 4. | व्यापार की जाने वाली ब्रांड/सामग्री BRAND/ARTICLE IN WHICH BUSINESS IS DONE *यदि किसी अन्य वस्तु/सामग्री की आपूर्ति कर सकते हैं तो पंजीकरण आवेदन पत्र के साथ अलग से प्रपत्र भरा जाय/ *if any other item/article you can supply, then a separate sheet may be used while submitting hardcopy of registration | क्र सं/ S. No | ब्रांड/वस्तु/सामग्री/सेवा का नाम/Name of the Brand/ Article/Item that you can supply | | | | | | | | | | | |
| | | 1) | | | | | | | | | | | | |
| | | 2) | | | | | | | | | | | | |
| | | 3) | | | | | | | | | | | | |
| | | 4) | | | | | | | | | | | | |
| | | 5) | | | | | | | | | | | | |
| | | 6) | | | | | | | | | | | | |
| 5. | पंजीकरण संबंधी संख्या/Registration Related Numbers | वस्तु एवं सेवा कर संख्या/GST NUMBER | | | | | | | | | | | | |
| | | टिन/वैट नं. /TIN / VAT NUMBER | | | | | | | | | | | | |
| | | स्थाई खाता संख्या//PAN NUMBER | | | | | | | | | | | | |
| 6. | मैं,.....एतद्वारा घोषणा करता हूँ कि निम्नलिखित दस्तावेजों की स्वप्रमाणित प्रतियाँ वर्ष 2026-27 के लिए पंजीकरण हेतु इस आवेदन पत्र के साथ संलग्न की गई हैं। I DECLARE THAT, THE FOLLOWING DOCUMENTS ARE ENCLOSED WITH THE HARD COPY OF THIS APPLICATION THAT IS MEANT FOR REGISTRATION OF FIRM FOR 2025-26. | | | | | | | | | | | | | |
| Enclosure/ संलग्न | | | | | | | | | | | | | | |
| (i).फर्म/कंपनी/दुकान के पंजीकरण की प्रति/Copy of registration of firm / company / shop | | | | | | | | | | हाँ/YES | नहीं/NO | | | |
| (ii).वस्तु एवं सेवा कर नं. की प्रति/Copy of GST Number copy of the firm | | | | | | | | | | हाँ/YES | नहीं/NO | | | |
| (iii).स्थाई खाता सं. की प्रति/ PAN NUMBER copy | | | | | | | | | | हाँ/YES | नहीं/NO | | | |
| (iv). वस्तुओं/सेवाओं की सूची जिसकी आपूर्ति विद्यालय को किया जा सकता है/LIST OF ARTICLES that can be supplied to the Vidyalaya by the firm | | | | | | | | | | हाँ/YES | नहीं/NO | | | |
| (v).पिछले 3 वर्षों में फर्म/कंपनी/दुकान के निष्पादन का प्रमाण/Proof of 3 years performance of the company/shop | | | | | | | | | | हाँ/YES | नहीं/NO | | | |
| (vi). अन्य/Others (PSARA/EPP/ESI/ Certificates etc.) | | | | | | | | | | | | | | |

घोषणा/DECLARATION

मैं/हम, एतद्वारा घोषणा करते हैं कि उपर्युक्त सूचनाएँ मेरी/हमारी जानकारी में सत्य हैं।
उपर्युक्त विवरण मे किसी प्रकार के परिवर्तन की स्थिति मे मैं/हम पी एम श्री केन्द्रीय विद्यालय एंड्रू गंज, नई दिल्ली
को यथाशीघ्र सूचित करने का वचन देता/देते हूँ/हैं। / WE DECLARE THAT THE INFORMATION
FURNISHED ABOVE IS TRUE TO THE BEST OF MY/OUR KNOWLEDGE I/WE UNDERTAKE TO INFORM PM SHRI KV
ANDREWS GANJ AT THE EARLIEST IF ANY CHANGE IN THE DETAILS MENTIONED ABOVE.

मैं/हम एतद्वारा वचन देता/देते हूँ/हैं कि मैं/हम संलग्न नियम एवं शर्तों के अधीन पूर्णतया वाध्य हूँ/हैं। / WE HEREBY
AGREE TO ABIDE BY THE CONDITIONS PRESCRIBED IN THE ENCLOSED STATEMENT.

सधन्यवाद। THANKING YOU,

भवदीय Yours faithfully,

दिनांक सहित हस्ताक्षर /Signature
with Date,

कंपनी की मोहर फ़र्म के अधिकृत प्रतिनिधि का नाम और पद/ Name & Designation of the Authorized Representative of the
Firm

PM SHRI KENDRIYA VIDYALAYA ANDREWS GANJ NEW DELHI **REGISTRATION OF FIRMS AS APPROVED SUPPLIERS/VENDORS**

TERMS AND CONDITIONS:

1. Application submitted by the firm(s) in the prescribed "Application Form" for each group only will be accepted.
2. All pages of "Application Form" shall be signed by the authorised representative of the Firm.
3. PM SHRI KENDRIYA VIDYALAYA ANDREWS GANJ reserves the right to reject any application.
4. Preference will be given to those firms who are on the approved list of Govt. Dept. And Public sector Undertakings or ISO Certificate holders or dealers authorised by manufacturers.
5. Intimation with regard to registration of the firm as "Approved Supplier" or otherwise will be communicated to each firm on website of the vidyalaya only.
6. The registration as "Approved Supplier" will be kept valid for a period of 01 year. However, it may be reviewed, time to time as per need, eliminating firms which may have gone out of business or whose performance has been found to be unsatisfactory.
7. Prescribed "Application Form" may be obtained from www.andrewsganj.kvs.ac.in and Vidyalaya office as well from **12:00PM to 01:00PM on all work days upto 16.02.2026**.
8. In case of Accredited Agents and Authorised Dealers/Stockiest, satisfactory evidence from their Manufacturers shall be submitted along with the completed application form.
If PM SHRI K.V. Andrews Ganj registers any Firm as approved Supplier issue and supply order, then firm has to accept the PM SHRI KV Andrews Ganj payment terms i.e. Payment shall be made by **Online Digital Mode** within 30 days from the date of supply of the material in good condition or completion of the work.
9. Firms/Manufacturers/Authorised dealers are requested to submit their **e-mail address**, in order to start e-procurement.
10. Any change in address, phone number, Fax no. And Email Id shall be informed to PM SHRI K.V. Andrews Ganj immediately, so as to have proper communication with these Firms/Manufacturers.
11. The documents that are to be submitted at the time of registration
(i) Registration of firm
(ii) GST NUMBER
(iii) PAN number copy
(iv) Income tax returns previous two years
(v) PSARA Certificate, EPF, ESI Registration Certificate for supply of Man Power.

PRINCIPAL

पीएम श्री केन्द्रीय विद्यालय एंड्रूज गंज नई दिल्ली /
PM SHRI KENDRIYA VIDYALAYA ANDREWS GANJ NEW DELHI

• **Tick the areas in which the firm wishes to provide the service**

*

| | |
|--|---|
| <input type="checkbox"/> Printing of Question papers | <input type="checkbox"/> AMC of Photocopies |
| <input type="checkbox"/> Printing of Answer books | <input type="checkbox"/> AMC of Water cooler |
| <input type="checkbox"/> Supply of printed envelopes | <input type="checkbox"/> AMC of Computers and Printers. |
| <input type="checkbox"/> Providing all type of stationery | <input type="checkbox"/> Air conditioner – Supply, rental, repair, AMC etc. |
| <input type="checkbox"/> Printing of Diaries | <input type="checkbox"/> Installation, repair, AMC of CCTV's |
| <input type="checkbox"/> Printing of Work Books/ Study Material/Student Diary etc. | |
| <input type="checkbox"/> Supply of A-4 size paper, supply of Photocopy machine | |
| <input type="checkbox"/> Providing watermarked Paper (for printing books) | |
| <input type="checkbox"/> Printing of School Magazine | |
| <input type="checkbox"/> Providing Taxi for local journey | |
| <input type="checkbox"/> Providing Taxi/ Bus outstation | |
| <input type="checkbox"/> Providing Trucks / Tempos for transportation of material | |
| <input type="checkbox"/> Providing sanitation services | |
| <input type="checkbox"/> Providing covered tempo / Taxi | <input type="checkbox"/> Providing Computer on rental basis |
| <input type="checkbox"/> Providing lock repair services | |
| <input type="checkbox"/> Providing Air Conditioner(AC) repair & maintenance | <input type="checkbox"/> Providing white washing services |
| <input type="checkbox"/> Telephone repair services | |
| <input type="checkbox"/> Providing software and hardware services | |
| <input type="checkbox"/> Welding service | |
| <input type="checkbox"/> Carpenter services | <input type="checkbox"/> Providing new furniture |
| <input type="checkbox"/> Providing steel almirahs | <input type="checkbox"/> Laboratory Equipments |
| <input type="checkbox"/> Electrical repair | <input type="checkbox"/> Advertisement Agencies |
| <input type="checkbox"/> Internet related services | <input type="checkbox"/> Civil Repair & Maintenance Work |
| <input type="checkbox"/> Scrap / disposal of garbage/ condemned items | <input type="checkbox"/> Supply of Construction Materials |
| <input type="checkbox"/> Mobile telephony services | <input type="checkbox"/> Tent/ Mandap/ PA System Service. |
| <input type="checkbox"/> IVRS services / SMS services | <input type="checkbox"/> Supply of White/ Green Board |
| <input type="checkbox"/> Printing, dispatch of admit cards | <input type="checkbox"/> Dress Material/ Costumes on rent. |
| <input type="checkbox"/> Canteen / Mess / Refreshment services | <input type="checkbox"/> Musical & Audio/ Video Room Equipments |
| <input type="checkbox"/> Sports items | <input type="checkbox"/> Supply of plumbing sanitary items |
| <input type="checkbox"/> Providing Rubber stamps, name plates, numbering machine | |

Any other than specified above: