

	ಶ್ರೀ ಎಂ ಶ್ರೀ ಕೇಂದ್ರೀಯ ವಿದ್ಯಾಲಯ ಎ ಎಫ್ ಎಸ್ ಹಾಕಿಂಪೆಟ್ ಸಿಕ್ರಂಧಾಬಾದ್ – 500078 पी एम-श्री केन्द्रीय विद्यालय वायु सेना स्टेशन हकीमपेट सिकंदराबाद – 500 078 PM SHRI Kendriya Vidyalaya Air Force Station, Hakimpet Secunderabad – 500 078	
040-27870770, 040-29803597; सी.बी.एस.ई संबंधनसं;100017 : सी.बी.एस.ई स्कूल कोड: 59512 Email: kvhakimpetafs@gmail.com ; Web Site: https://hakimpet.kvs.ac.in		

पत्र क्र .फर्म पंजीकरण / केवी हकीमपेट/ 2026-27/

दिनांक: 30/07/26

सत्र 2026-27 के लिए फर्मों का पंजीकरण
REGISTRATION OF FIRMS FOR THE SESSION 2026-27

पी एम श्री केंद्रीय विद्यालय वायुसेना हकीमपेट, सेशन 2026-27 के लिए सामान और सेवाएँ सप्लाई करने वाली फर्मों और सप्लायरों से रजिस्ट्रेशन के लिए आवेदन मँगा रहा है। इनमें PA सिस्टम, फोटोग्राफी और वीडियोग्राफी, ट्रांसपोर्ट सेवाएँ, सिविल/इलेक्ट्रिकल/प्लंबिंग/कारपेंट्री का काम, AC/CCTV/R.O. वॉटर प्यूरीफायर सिस्टम का इंस्टॉलेशन और रिपेयर, टेंट हाउस का सामान (शामियाना, बिस्तर वगैरह), कैटरिंग सेवाएँ, स्टेशनरी और प्रिंटिंग, गार्डनिंग सेवाएँ, इलेक्ट्रिकल और इलेक्ट्रॉनिक्स, स्पोर्ट्स के लिए ट्रॉफी और मेडल, लाइब्रेरी की किताबें, कॉस्ट्यूम और ड्रेस, जनरेटर किराए पर लेना वगैरह शामिल हैं। फर्मों के पास वैध TAN और GST रजिस्ट्रेशन होना ज़रूरी है। इच्छुक फर्मों विद्यालय की वेबसाइट <https://hakimpet.kvs.ac.in/> से रजिस्ट्रेशन फॉर्म डाउनलोड कर सकती हैं। ठीक से भरा हुआ रजिस्ट्रेशन फॉर्म और ज़रूरी डॉक्यूमेंट्स 08/08/2026 को या उससे पहले पंजीकृत डाक अथवा हाथ द्वारा कार्यालय में जमा करने होंगे।

PM SHRI Kendriya Vidyalaya AFS Hakimpet invites applications to register firms & suppliers for the session 2026-27 to supply Goods & Services for PA systems, Photography & Videography, Transport Services, Civil/Electrical/Plumbing/Carpentry work, installation & repairs of AC/CCTV/R.O water purifier system, Tent House Material (Shaminana, Bedding, etc), Catering Services, Stationery & Printing, Gardening services, Electrical & Electronics, Trophy & Medals Sports items, books for Library, costumes & dresses, hiring of Generator etc. Firms must possess valid TAN and GST registrations. Interested firms may download the registration form from the Vidyalaya website: <https://hakimpet.kvs.ac.in/> The duly filled registration form with the supporting documents must be submitted on or before 08/08/26 by registered post or by hand to this office.

Sd/-

प्राचार्य/PRINCIPAL

REGISTRATION OF FIRMS

PM SHRI KENDRIYA VIDYALAYA AFS HAKIMPET SECUNDERABAD FOR THE YEAR 2026-27

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 authorized representative of the Firm.
3. PM SHRI KV AFS HAKIMPET 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 authorized by manufacturers.
5. Intimation with regard to registration of the firm as "Approved Supplier" or otherwise will be communicated to each firm.
6. The registration as "Approved Supplier" will be kept valid for a period of 01 year. However, it will be reviewed, once in a year, eliminating firms which may have gone out of business or whose performance has been found to be unsatisfactory.
7. PM SHRI K.V AFS HAKIMPET Prescribed "Application Form" may be obtained from website: <https://hakimpet.kvs.ac.in/> and Vidyalaya office as well.
8. In case of Accredited Agents and Authorized Dealers/Stockiest, satisfactory evidence from their Manufacturers shall be submitted along with the completed application form.
9. If PM SHRI KV AFS HAKIMPET registers any Firm as approved Supplier he has to supply the material at PM SHRI KV AFS HAKIMPET Stores and he has to accept the PM SHRI K.V AFS HAKIMPET payment terms.
10. Firms/Manufacturers/Authorized dealers/ Agencies are requested to submit their e-mail address, in order to start e-procurement.
11. Any change in address, phone number, Fax no. Shall be informed to PM SHRI KV AFS HAKIMPET immediately, so as to have proper communication with these Firms/Manufacturers.
12. The documents that are to be submitted at the time of registration.

(i) Registration of firm (Certificate)

(ii) PAN number copy

Income tax returns 2025-26, 2024-25, & 2023-24 (FY)

(m) GST/TIN No.

(iv) GEM Registration Details (if available)

PM SHRI K.V AFS HAKIMPET-500014

SUPPLIER REGISTRATION FORM 2026-27

Sub: Registration of firms/agencies for supply/service in PM SHRI K.V AFS HAKIMPET

1. Name of the firm: _____

2. Name of the owner: _____

3. Full Postal Address: _____

4. E-mail: _____

5. Website: _____

6. Name of contact person: _____

7. Contact No.: (a) Landline No. _____ (b) Mobile No. _____

8. GST/CST/TIN/TAN No. (a) GST No. _____ (Photocopy to be enclosed)

(Copy to be enclosed)

(b) CST/TIN No. _____ (PhotoCopy to be enclosed)

(c) TAN No. . _____ (PhotoCopy to be enclosed)

(d) PAN No of the owner/Firm: . _____ (PhotoCopy to be enclosed)

9. GeM Registration Details: _____ (PhotoCopy to be enclosed)

10. Bank details Account No. Name of Bank: _____

Branch: _____

Bank IFSC: _____

Account Name: _____

Account No: _____

11. Product/Items/Services/Category for which Registraton is applied for:

S.No	Name of Product/Items/ Services/Catefory	Whether Original Manufacturer/Authorized Agent or Distributor/DGS&D Registered firm/Dealer	Remarks

(In case of supplier please enclose authorization of your manufacturer/Authorized dealer/Supplier/Contractor Certificate)

12. Details of experience & place of work during the last 03 years:

S.No	Institute where rendered service/supplied articles	Period	Name of supplies/service	Remarks if any (Enclose certificate if any)

Note: Without TIN/PAN and VAT/GST number, no firm will be registered. The Vidyalaya reserves the right to cancel the name of the supplier/firm/service provider from its approved lists at its absolute discretion without assigning any reason. The copy of TIN/TAN/PAN/GST/TRADE LICENSE/Labour License/Income tax clearance, Gem Registration, Experience of working /item supply and 12 months statement of bank account must be attached along with the application form.

CHECK LIST:

Copy of registration of firm/company/shop	YES	NO
Copy of GST/TIN(VAT)number copy		
PAN Number copy		
List of articles that we can supply to the Vidyalaya		
Proof of 3 years performance of the company/shop		
Copy of Gem registration		

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

Goods

- Providing Electronics goods.
- Providing Electrical items,
- Providing Stationeries items (Office & Examination)
- Providing Books for library.
- Providing Games and Sports equipment, jersey, shoes etc.
- Providing Prizes (Trophies, Mementos etc.).
- Lab equipment (Physics, Chemistry, Biology, Maths & Social Studies).
- Providing Children Park items.
- Sound System (PA System) (Amplifier, Speaker, Mic etc.)
- Any Other (Specify)

Services:

- (For Local and outstation journey (Bus, Tempo, etc) Transport Services
- Providing Transport Services for Material (Truck/Tempo etc)
- Providing AMC/ Repair and maintenance of :
 - AC
 - Computers
 - Printers
 - Water cooler
 - Xerox machines
 - Any Others(Specify)
- Providing Civil and Electrical Maintenance Works
- Supply of Tent items and bedding items on rent.
- Providing Catering services (Canteen, Mess/refreshments)
- Providing Printing services (Teacher Diary, School magazine, Student Diary etc.)
- Providing Photocopy/Xerox for question papers, answer books & other exam related work)
- Providing Inks for Printers & refilling of Tonners.
- Photography & Videography services
- Hiring of generator.
- Providing for Civil/Electrical/Plumbing/ Carpentry work services.
- Installation & repair of AC/CCTV/R.O. water purifier system etc.

The last date of submission of application is 08.08.2026 till 2:00 Pm.

UNDERTAKING

I Mr./Ms. _____ Proprietor of M/S.
_____ do hereby
undertake that the above furnished information is correct to the best of my knowledge and
belief. In case of any information/supporting document furnished by me found to be
incorrect/false, the offer of my contract will be cancelled automatically and action may be
taken as per KVS rule. I assure you to provide the best service to the Vidyalaya.

Place: _____

Signature _____

Date: _____

Name of the Proprietor _____

Seal of the Firm: _____

PM SHRI K.V AFS HAKIMPET SECUNDERABAD-500014

Notice for Empanelment of Firms for 2026-27

Applications are invited on prescribed format for enlistment/empanelment of firms/Dealers/Suppliers/ Service providers having Trade Registration with valid TAN/ TIN/ PAN/GST/EPF/ESIC etc. for the supply of goods and services during session 2026-27 in the following categories-

Goods-Lab items, PA Systems, Sports items, Trophy & medals, Stationery Items, Tent House Material (Shamiana, Bedding, etc.), costumes & dresses, Books for library etc.

Services: Catering Services, Tent house materials(Shamiyana, Bedding) Stationery & Printing, electrical & electronics, Photography & Videography, Transport services, hiring of generator, Civil/Electrical/Plumbing/ Carpentry work, installation & repair of AC/CCTV/R.O. water purifier system etc.

The last date of submission of application is 08.08.2026 till 2:00 PM.

Enclosures:

1. Terms and conditions (Annexure -01)
2. Application Form (Annexure-02)
3. List of Good & Services for Supply (Annexure 03)

