

TENDER NOTICE

MGN Public School, Kapurthala invites sealed bids from experienced and reputed printing firms for the printing and supply of the following items:

Item Description	Quantity
Student Almanacs	2000 copies
Teacher Diaries	100 copies
Syllabus Booklets	2000 copies
Newsletters	2000 copies
Teacher Logbooks	100 copies

Terms and Conditions:

1. **Scope of Work:** The successful bidder will be responsible for the printing, finishing, and timely delivery of all items as per the specifications provided by the school.
2. **Submission of Bids:** Bids must be submitted in a sealed envelope clearly marked "Tender for Printing Services" addressed to:
The Principal, MGN Public School,
The Mall, Kapurthala, Punjab
Pin Code: 144601
3. **Submission Deadline:** All sealed bids must reach the school office no later than **December 15, 2025**.
4. **Tender Opening:** The submitted bids will be opened on **December 16, 2025, at 10:00 am** in the Principal's Office, MGN Public School, Kapurthala, in the presence of the bidders or their authorized representatives who choose to attend.
5. **Tender Publication Date:** This tender notice is published on **December 6, 2025**, on the school website www.mgnkapurthala.in.
6. **Evaluation Criteria:** If the successful Bidder/Contractor fails to supply the required items in time, The Undersigned reserve the right to get the Articles/Items from the next lowest Bidder.
7. **Contact:** For any queries or further details, please contact the school administration office. Mobile No. - +91-7696269669