

**APPLICATION FORM FOR STATIONERY SHOP CONTRACT & SCHOOL
CHANNEL PARTNER FOR SUPPLY OF TEXTBOOKS**

Name :
Father's Name :
Residential Address :
Aadhar Card/PAN Card No :
Experience of Running Stationery Shop & Place :
Items to be sold with Discount) : List of major items attached.
(in %age on MRP)

Note: Vendors should adhere to the following instructions:-

- (a) He should be in possession of sufficient Iron Racks for easy dispensation of stationery items.
- (b) He should maintain the area around Stationery shop in a presentable manner.
- (c) He will pay monthly rent to school as fixed by management committee and allied charges of electricity & building to MES.

TENDER FORM

1. I, the undersigned offer my services to the school for running of Stationery Shop & School Channel Partner for supply of prescribed Textbooks in the school premises and shall follow rules and regulations of the school as amended from time to time.
2. I hereby offer an amount of Rs _____ per month will be paid as **Monthly Rent** in advance i.e 5th of each month.
3. I will pay electricity & allied charges levied on monthly basis.
4. For smooth functioning of the shop, I will provide staff at my own cost.
5. Hygiene of the premises will be maintained by my staff as per direction of the school from time to time.
6. If given contract, I shall deposit a security amount equal to two month's rent on which no interest will accrue to me.
7. In case I fail to abide by any terms and conditions of the school, I may be asked to vacate the allotted premises within 15 days.
8. I know that Stationery shop operating hours are 8 AM to 3 PM on all working days.
9. I will abide by all the rules and regulations prescribed for School Channel Partner for supply of prescribed Textbooks.
10. Application Form is attached at Appendix.

Bidder's Name : _____

Address : _____

LIST OF MAJOR ITEMS FOR STATIONERY SHOP

Ser No	Items	Rate
1.	Notebooks	@___% Discount on Market Rate
2.	Refresher books	@___% Discount on Market Rate
3.	Miscellaneous Stationery items	@___% Discount on Market Rate
4.	Registers (100/200/300 Pages)	@___% Discount on Market Rate
5.	Paper A4 Size	@___% Discount on Market Rate
6.	Paper FS Size	@___% Discount on Market Rate
7.	Re-writeable CD/DVD	@___% Discount on Market Rate