DAV PUBLIC SCHOOL
UNIT - VIII, BHUBANESWAR, ODISHA
AFFILIATED TO CBSE, NEW DELHI, AFFILIATION No. 1530006, SCHOOL No. 15342

Ref. No. DAV(UNIT-VIII)/ 2490 /2026 Date : 20-11-2026

QUOTATION CALL NOTICE

Sealed quotations are invited by the undersigned from reputed Software Agencies for Online Registration of Admission Forms from **Classes Nursery, LKG and Std-XI** for the year **2027-28**. Interested Agencies may quote their rates in the prescribed format separately for different classes through e-mail/ post/ courier/ by hand to the undersigned as per our specifications annexed herewith. The last date of receipt of quotation is **27 NOVEMBER 2026 (AN)**. The quotations received either after the stipulated date and time or without GST/ TIN/ PAN number shall not be considered. The sealed envelope containing the quotation must be superscribed as **"QUOTATION FOR ONLINE REGISTRATION 2027-28"**. The undersigned reserves the right to cancel either any or all the quotations without assigning any reason thereof.

Encl: Form of Quotation

20/11/26

PRINCIPAL

Copy to:

1. The Notice Board & Website of the school for information of all concerned.
2. The Principal, DAV Public Schools, Bhubaneswar & Cuttack with a request to kindly take necessary steps to display the notice on the School Notice Board for information for all concerned.
3. The concerned file for record.

DAV PUBLIC SCHOOL, UNIT-VIII, BHUBANESWAR-12

QUOTATION FORM FOR ONLINE REGISTRATION OF

NURSERY, LKG, & Class - XI

SESSION: 2027-28

Name of the Agency/ Service Provider: _____

Complete Address: _____

Phone No: _____

E-mail Id: _____ **Fax No:** _____

Valid License No: _____ **Agency Regn. No.** _____

GST No.: _____ **TIN No. :** _____

PAN No: _____ **PF & Pension Code No:** _____

EDLI Code No: _____

Past Experience, if any: _____

_____

QUOTATION FOR

Sl. No.	Particulars	Charge (In Rs.) Per Student
01	Registration for Nursery Admission Form (Including supply of Admission Form & necessary data)	
02	Registration for LKG Admission Form (Including supply of Admission Form & necessary data)	
03	Registration for Class-XI Admission Form (Including supply of necessary data and publication of Admit Card)	

Signature of the authorized Signatory of Agency/Service Provider with date & seal.

N.B.: - The duly signed in Form to be submitted in School office by 4.00 p.m. on or before 27/11/2026.

DAV PUBLIC SCHOOL, UNIT-VIII, BHUBANESWAR-12
TERMS & CONDITIONS FOR ONLINE REGISTRATION

1. DAV Public School, Unit-VIII does not bind itself to accept the lowest quotation and reserves the right to accept or reject any quotation without assigning any reason thereof.
2. The school reserves the right to award the work to more than one agency, if required.
3. Students' online registration system will be implemented for the following classes.
   (i) Nursery **(ii)** LKG, **(iii)** Std-XI Science, **(iv)** Std-XI Science Special Batch (Integrated Course for Engineering and Medical), **(v)** Std-XI Commerce **(vi)** Std-XI Humanities.
4. Registration forms will be designed as per the format provided by the school.
5. On submission of each registration form, acknowledgement will be generated. Information of confirmation of the same to be mailed to the parent's e-mail id.
6. In case of Std- XI Science, Science Special Batch (Integrated Course for Engineering and Medical), Commerce & Humanities applicants, the option for generation of admit card should be made active at least **5** days before date of entrance examination.
7. The name of the Centre of Examination is to be mentioned on the Admit card as per the information provided by the school.
8. In case of Nursery & LKG, the option for generation of Acknowledgement Slip or Registration Form should be made active immediately after completion of successful registration.
9. Access to be given to the school to view/ download the filled-in application forms.
10. The process of data entry by the applicants to be made **simple and user-friendly**.
11. Any sort of problem from applicants' or school's side during the process of data handling should be sorted out instantly.
12. Provision to be made for applicants to pay the required registration fee through **Debit card, Credit Card, Net-banking or UPI.**
13. The registration fee collected shall be remitted to school's bank account on weekly basis.
14. The Agency shall deploy staff during the period of registration to facilitate the Help Desk (if required).
15. Optimum security to be maintained at the Agency level for preservation of data. For any sort of data breach during the process of the registration, the software vendor will be solely responsible and appropriate legal actions can be initiated.
16. The detailed information regarding the process of online registration should be provided to the undersigned for ready reference and to be displayed in the school website www.davunit8.org.
17. The sample format of acknowledgement of registration to be provided to the undersigned.
18. Provision to be made to upload the Prospectus, Sample Question Paper and Marking Scheme for Aptitude Test along with fee structure in the webpage by the Agency. The link of the same will be embedded in the school website for reference.
19. The final invoice with the bifurcation of the expenditure incurred to be submitted within a week of completion of DAT 2027-28.
20. Before sending the final quotation, in case of any query about the related work, please contact **Mr. Amar Kanta Paramguru (Contact No-8328833156)** on all working days.

PRINCIPAL