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**DAV PUBLICATION DIVISION**

(DAV COLLEGE MANAGING COMMITTEE)  
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Ref. No. : Pub/2016/ 1484

Date: 17/8/16

To

**All Regional Directors & Principals of DAV Public Schools**

**Subject: Requirement of Books for Academic Session 2017-18.**

Dear Sir/ Madam,

You may please refer to the subject cited above. In order to obtain complete and correct information, the Publication Division has devised a set of proformas for seeking requirement of textbooks and transportation details from the Regional Directors & Public Schools. Detail of these documents is given below for your convenience.

- |   |                             |   |              |
|---|-----------------------------|---|--------------|
| 1 | Performa for Textbooks      | - | Annexure - A |
| 2 | Performa for Transportation | - | Annexure - B |

**The set of these Proformas 'A' & 'B' has been put on website of DAV CMC i.e. www.davcmc.net.in (Publication Division) and can be had from there.**

One set of these proformas duly filled in and signed by the Regional Director / Principal, may please be sent to this office through **e-mail only** i.e. dav.publication@davcmc.net.in so as to reach this office by or before 31<sup>st</sup> August, 2016 positively.

Terms and conditions with regard to payment of textbooks will remain the same as communicated to Regional Directors / Schools vide DAV CMC Letter no. 9350 dated 15.12.2009, reproduced below:

**"In partial modification of order no. 7576, dated 07.10.2009, the Managing Committee has relaxed the condition of advance payment by Regional Director/School against textbooks to the extent that the payment would be made by the Regional Director/School against the Invoice bill through a post-dated multicity cheque of 31<sup>st</sup> May every year to the Publication Division.**

**The payment against additional demand made during the academic session would, however, have to be made in advance to the Publication Division."**

Personal attention of the Heads of the institutions is solicited to ensure early submission of above data to this office.

Yours faithfully

Encl. : as above

  
(S.K. Sharma)  
Director 17/8

## Textbooks Requirement Proforma 2017-2018

Name of the School :- \_\_\_\_\_

Name of the Regional Director:- \_\_\_\_\_

Date of Commencement of academic session : \_\_\_\_\_

**IMPORTANT**

**Note:-1. While filling requirement of books, no. of students likely to come from LKG (i.e. lower class ) will be the present strength of UKG in 2017-2018 to be filled in coloumn I. Same will be the case in other classes. II. Proposed additional admissions during 2017-2018 must be specified in column - II.**

S.N.	Description	I No. of students likely to come from lower class	II Additional No. of students to be admitted	III Expected no. of Students in 2017-18. ( I + II )	IV No. of Books in stock (if any)	V No. of Books required
	<b>LKG</b>					
1	Fun with English					
2	Integrated Activity Book					
3	Fun with Math					
4	Rhythmic Rhyme					
5	Fun with Colour 'A					
6	Akshar Parichay					
	<b>UKG</b>					
7	MY English Book					
8	Integrated Activity Book					
9	Kinder Garden.Math					
10	Bal Madhuri					
11	Shabad Abhyas					
12	Fun with Colour 'B'					
	<b>1<sup>st</sup></b>					
13	My English Reader					
14	English Practice Book					
15	My Living World					
16	Primary Maths					
17	Bhasha Madhuri					
18	Bhasha Abhyas					
19	Step by Step -1					

