

**INTERNATIONAL INDIAN SCHOOL  
DAMMAM**

**BID FORMS FOR THE  
BOOK STORE CONTRACT 2022-23**

**PREQUALIFICATION QUESTIONNAIRE**

**WITH**

**TECHNICAL B I D F O R M**

**AND**

**FINANICAL B I D F O R M**



## INTRODUCTION

It is the policy of the International Indian School, Dammam (IIS, Dammam) to pre-qualify General Services Contractors/Suppliers before including them in the International Indian School's Approved List of Contractors/Suppliers.

The objective of the Pre qualification exercise is to evaluate the Contractors/Suppliers capabilities to provide a effective, reliable and trouble free Services/Supply for the specified period as per the specifications and requirements.

By completing and submitting the Contractors/Suppliers Pre qualification Questionnaire you would provide the required information about your Company needed for the Pre qualification.

On receiving the completed Pre qualification Questionnaire, IIS, Dammam will review and evaluate it thoroughly and it may be followed by a visit to your Company for further assessment.

All the information provided for this Pre qualification process will be treated as "confidential" by the International Indian School, Dammam.

School reserves the right to accept or reject the bid without assigning any reason.

## OPERATIONAL INFORMATION

1. What is the nature of ownership of your Company, (i.e. proprietary, limited, partnership, subsidiary or joint venture, etc.)? Please provide a copy of the Commercial Registration / license of your firm.
2. Please provide a copy of the annual audited financial statement for the last two years. Please also provide authenticated details of retained earnings, copy of Commercial Registration (CR) Certificate and Certificate of Registration with Chamber of Commerce, License Copy of Ministry of Information, Kingdom Of Saudi Arabia, to import from India to sell in Saudi Arabia.
3. Provide a list of your major Clients. Customers with type of service provided, details, reference, contact name, address and telephone numbers.
4. If you subcontract, what are your criteria in selecting your sub-contractors? Describe your procedure briefly.
5. If you sub contract, who is your agent in India supplying NCERT Text Books.



6. Do your sub-contractors to sub-contractors include complete technical and quality requirements?
7. Describe your supervision & control activities that ensure the effectiveness of the operation.

### INSTRUCTIONS

1. The suppliers will be permitted to distribute the book-sets at the end of current academic year & beginning of next academic year for period of 25 days.
2. There is a possibility of some students opting for part of a set, in such cases they may be advised to purchase directly from the suppliers/bookstores.
3. Tendering will be open only to suppliers in KSA.

### III. BID CLOSING DATE

Duly filled Bid Form should reach the school office on or before Monday, 07 February 2022 at 1:30 pm. during the school working hours between 8.00 am to 2.30 pm Sunday to Thursday.

Under no circumstances the school will accept any bid received after the above specified time and date.



**Mahenaz Farid**  
**Principal (Interim)**



## TECHNICAL BID FORM

The Technical Bid Form given below is to be duly filled by the Contractor and submitted in a separate sealed cover clearly superscribing on the Envelope **"TECHNICAL BID – BOOK STORE CONTRACT"**

1	Name of the Organization (In Capital Letters)	
2	Contact Address (In Capital Letters)	
3	Telephone & Fax Nos	
4	E-Mail Address	
5	Name of the person who is authorized person to sign the contract	
6	Turnover during the last year	
7	Past experience – mention the Current School Text Books supplying contracts in Saudi Arabia	

**Copies of the following documents are to be submitted along with the technical bid form:**

- a. Company CR
- b. Certificate of Chamber of Commerce
- c. GOSI Certificate
- d. VAT registration certificate



e. ZAKAT certificate

f. Current client list

g. Years of experience in the same field

I hereby certify that the above statements are true and if it is found to be incorrect at any point of time during the execution of the contract, International Indian School, Dammam has the right to take any action, as deem fit against our firm, including termination of the contract.

**Signature**

**Office Seal**

**Title**

**Date:**

**Name of the Company**

## FINANCIAL B I D F O R M

To print & submit on the bidder's Letter Head in separate sealed envelope clearly superscribing on the envelope '**FINANCIAL BID – BOOK STORE CONTRACT**'

We, ..... hereby agree that weshall supply the NCERT Books for CBSE, New Delhi Course and othertext books from reputed Indian Publishers to the International Indian School, Dammam as per the prescribed and agreed list of books given in **Appendix III**

1. The duration of the Contract will be initially for one year from 1st March,2022 to 28 February 2023.
2. We are bound to sell the Text Books and other items prescribed by the school only through Book Store provided by the School during the tenure of the contract to the entire satisfaction ofthe School authorities.
3. We do hereby confirm that we have necessary professional and technical competence, financial resources, equipment, manpower, physical facilities, managerial capacity, experience and reputation to perform the work.
4. We are bound to assign sufficient staff for the sale of books etc. through theSchool Book Store – two (2) counters (Girls & Boys Section).
5. We confirm that we are not insolvent in receivership, bankrupt or beingwound up, our affairs are not being administered by court or a judicial officer, our business activities have not been suspended and they are not the subject of legal proceedings for any of the forgoing.
6. We confirm that we have not, and our directors or officers have not beenconvicted of any criminal offence related to their professional conduct of themaking of false statements or misrepresentations as to theirqualificationsto enter into a contract within a period of two or have not been otherwise disqualified pursuant to administrative suspension ofdisbarment proceedings.
7. We do hereby confirm that we take the complete responsibility of the contractual terms and conditions.
8. We are bound to protect and safeguard all materials, equipment facilities of the school during the period of the contract from any damage, theft etc.
9. Our staff being deputed to the School Bookstore for the sale of Books etc.shall strictly follow the instructions and guidelines given by the School authorities.

10. Our staff are bound to follow the discipline, safety measures, cleanliness, hygiene etc. as required by the school.

**Name in Print and Signature of the bidder**

**Date.....**

**(SEAL)**

## Appendix – 1

Refer to Appendix II and the list of Textbooks in Appendix III

CLASS	Price per set of Text books in SAR
PRE SCHOOL	
LKG	
UKG	
1	
2	
3	
4	
5	
6	
7	
8	
9	
10	
11	
12	
Total	



## Estimated number of text books sets class wise

CLASS	Estimated number of sets
PRE SCHOOL	30
LKG	372
UKG	814
1	1103
2	1236
3	1155
4	1013
5	1032
6	1036
7	972
8	976
9	872
10	832
11	785
12	703
<b>Total</b>	<b>12901</b>



### Appendix III

#### INTERNATIONAL INDIAN SCHOOL DAMMAM List of Text Books for Pre-School

Sl. No.	TITLE OF THE BOOK	PUBLISHER'SNAME
1	PEARLS ALPHA BANK	FUTURE KIDS PUBLICATION
2	LETS LEARN 1 23	GOYAL BOOKS PUBLICATION
3	BEGIN WITH PATTERNS	SOM SUDHA PRAKASHAN
4	CREATIVE ART & ACTIVITY BOOK(A)	GOYAL BROTHERS PRAKASHAN

  
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**List of Text Books for LKG**

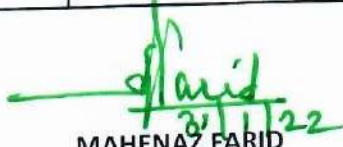
Sr.no.	Subject	Title	Publishers
1	Maths	Dolphin Numbers	Dolphin Publication
2	English Reader	Super 26	Build skill publication
3	English Writing	Lets Learn to write Book A & B	Learners Press
4	Junior Phonics	Tippy Tippy Tap	V- Connect Education
5	Colouring	My Book Of Colors and G.K	Frank Brothers. & CO.
6	Pre- Writing Skills	Learn to Write Patterns	Learner's Press
7	Art & Craft	Art Zone book A	Goyal Brothers
8	GK	New World of Pictures	Learner's Press
9	Moral Values	Go For Good Habits	Evergreen Publication

  
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**List of Text Books for UKG**

Sr.no.	Subject	Title	Publishers
1	Maths	Fun with number	Milestone
2	English Reader	Radiant Way Primer	Allied Publishers
3	English Phonic	Smileys Junior B	Rising Kids
4	GK	Begin with Picture Dictionary	Trinity
5	Art & Craft	Creative Planet - B	Amanda Imprint
6	Hindi	Saral Hindi Sulekh(0)	Som SudhaPrakashan
7	Hindi	Prime Akshar Bodh	Flamingo series

  
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### List of Text Books for CLASS I

Sr.n	Subject	Title	Publishers
1	Maths	New Enjoying Mathematics	Oxford Publication
2	English	New Buzzword English for schools textbook-1	Orient Blackswan
3	English	Grammar success with composition book-1	Goyal Brothers
4	Hindi	Nuthan Saral Hindi Mala Bhag-1	Goyal Brothers
5	Hindi	Nuthan Saral Hindi Mala Bhag-1 ( Abhyas pustika)	Goyal Brothers
6	EVS	The Blue Planet book-1	Goyal Brothers
7	Computer Sc	Cyberlink Based on Windows 7 & MS Office (2)	KIPS LEARNING
9	Value Education	UP and AWARE	Madhuban Pub..
10	Islamic Studies	Studies in Islam-1	Islamic Book Service
11	Arabic	Yuhibbul Arabiyah	Saudi Government Publications
12	Art and Craft	Art and Craft Zone-1	Goyal Brothers

  
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## List of Text Books for CLASS 2

Sr.n	Subject	Title	Publishers
1	English	New Buzzword English for schools Textbook-2	Orient Blackswan
2	English	New Buzzword English for schools Workbook-2	Orient Blackswan
3	Maths	New Enjoying Mathematics	Oxford Publication
4	Hindi	Nuthan Saral Hindi Mala-2	Goyal Brothers
5	Hindi	Nuthan Saral Hindi Mala-2 (Abhyas Pustika)	Goyal Brothers
6	EVS	The Blue Planet	Goyal Brothers
7	Value Education	UP and AWARE	Madhuban Pub..
8	Arabic	Yuhibbul Arabiyah	Saudi Government Publications
9	Art and Craft	Art and Craft Zone	Goyal Brothers
10	Computer Sc	Cyberlink Based on Windows 7 & MS	KIPS LEARNING
11	Islamic Studies	Studies in Islam-2	Islamic Book Service

  
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**List of Text Books for CLASS 3**

Sr.n	Subject	Title	Publishers
1	English	New Success with Buzzword Course Book-3 (Revised Edition)	Orient Blackswan
2	English	New Success with Buzzword Workbook-3 (Revised Edition)	Orient Blackswan
3	English	Tune in to Grammar - 3	Pearson Publications
4	Hindi	Nikunj Hindi Pathmala - 3 (Revised Edition)	Goyal Brothers Publication
5	Maths	New Enjoying Mathematics	Oxford Publication
6	EVS	The Blue Planet Book 3 (Revised Edition)	Goyal Brothers
7	Urdu	Ibdataai Urdu Part – 1	NCERT
8	Optional Arabic	Darusul Lugathil Arabiya- 1	Majlis Taaleemu Islami Calicut Kerala
9	Tamil	Tamil text Book Grade – 1	TN Text book Society
10	Telugu	Sankalpam – 1	New Saraswati Publication
11	Kannada	Kannada Parimala- I	Subhash Publishing House
12	Malayalam	Akshari 1 - Malayala Padavali	Future Kids Publication
13	Malayalam	Malayalam Writing Book-2	Pitamber Publication
14	Marathi	Marathi Bal Bharti Iyatta Pahli –I	Maharsh. State Board
15	Marathi	Marathi Swapan Vikas -I	Navneet Pub.
16	Computers	Cyber Quest	Kips Pub.
17	Value Ed	Up And Aware Book 3	Madhuban Pub..
18	Islamic Studies	Islamic Studies Grade - III	Islamic Book Service
19	Compulsory Arabic	Yuhibbul Arabiyah Book-1 Lessons 1-15	Saudi Government Pub.

  
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## List of Text Books for CLASS 4

Sr.no.	Subject	Title	Publishers
1	English	New Success with Buzzword Course Book-4 (Revised Edition)	Orient Blackswan
2	English	New Success with Buzzword Workbook-4 (Revised Edition)	Orient Blackswan
3	English	Tune in to Grammar - 4	Pearson Publications
4	Hindi	Nikunj Hindi Pathmala - 4 (Revised Edition)	Goyal Brothers Publication
5	Maths	New Enjoying Mathematics	Oxford Publication
6	EVS	The Blue Planet	Goyal Brothers
7	Urdu	Ibdataai Urdu Part – 2	NCERT
8	Optional Arabic	Darusul Lugathil Arabiya – 2	Majlis Taaleemu Islami Calicut Kerala
9	Tamil	Tamil text Book Grade – 2	TN Text book Society
10	Telugu	Sankalpam – 2	New Saraswati Publication
11	Kannada	Kannada Parimala- II	Subhash Publishing House
12	Malayalam	Akshari 2 - Malayala Padavali	Future Kids Publication
13	Marathi	Marathi Sulabh Bharti -IV	Maharsh. State Board
14	Computers	Cyber Quest	Kips Pub.
15	Value Ed	Up And Aware Book 4	Madhuban Pub..
16	Islamic Studies	Islamic Studies Grade - IV	Islamic Book Service
17	Compulsory Arabic	Yuhibbul Arabiyah Book-1 Lessons 16-25	Saudi Government Pub.

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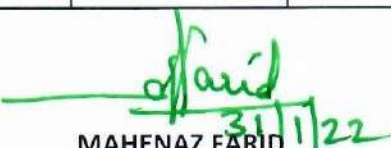
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**List of Text Books for CLASS 5**

Sr.n	Subject	Title	Publishers
1	English	New Success with Buzzword Course Book-5 (Revised Edition)	Orient Blackswan
2	English	New Success with Buzzword Workbook-5 (Revised Edition)	Orient Blackswan
3	English	Tune in to Grammar - 5	Pearson Publications
4	Hindi	Nikunj Hindi Pathmala - 5 (Revised Edition)	Goyal Brothers Publication
5	Maths	New Enjoying Mathematics	Oxford Publication
6	Science	Learning Elementary Science	Goyal Brothers
7	Social Science	My big book of social studies	Ratnasagar
8	Urdu	Ibdataai Urdu Part – 3	NCERT
9	Optional Arabic	Darusul Lugathil Arabiya – 3	Majlis Taaleemu Islami Calicut Kerala
10	Tamil	Tamil text Book Grade – 3	TN Text book Society
11	Telugu	Sankalpam – 3	New Saraswati Publication
12	Kannada	Kannada Parimala- III	Subhash Publishing House
13	Malayalam	Akshari 3 - Malayala Padavali	Future Kids Publication
14	Marathi	Marathi Sulabh Bharti -V	Maharsh. State Board
15	Computers	Cyber Quest	Kips Pub.
16	Value Ed	Up And Aware Book 5	Madhuban Pub..
17	Islamic Studies	Islamic Studies Grade - V	Islamic Book Service
18	Compulsory Arabic	Yuhibbul Arabiyah -Book 2 (Lessons 1-10)	Saudi Government Pub.

  
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## List of Text Books for CLASS 6

Sr.n o.	Subject	Title	Publishers
1	English	New Broadway/New Buzzword	Oxford/Orient black swan
2	Mathematics	Mathematics Textbook	NCERT
3	Social Studies	Social Science (His. Geo &Eco.andPlo. Science)	NCERT
4	Science	Science Textbook	NCERT
5	Hindi	Vasant bhaag-1	NCERT
6	Hindi	Hindi Vayakaran – grade -6	Saraswati/ Goyal
7	Malayalam	Bhumi Malayalam – V (Five)	Holy Faith
8	Urdu	Ibdataai Urdu Part – 4 (Four)	NCERT
9	Tamil	Tamil text Book Grade – 4 SCERT 2019	TN Text book Society
10	Telugu	Telugu Vachakam - 4	Dachepali
11	Kannada	Kannada Parimal - 5	Subhash Publishing House
12	Marathi	Sulabh Bharati VI (Six) New Edition	Maharashtra State Board
13	Value Education	Up And Aware (Skills and Values that elevate you)	Madhuban Educational Books
14	Computer Science	CYBER BEAN – Grade 6	KIPS Learning Pvt Ltd
15	Islamic studies	Studies in Islam Grade VI (Six)	Islamic Book Service
16	Optional Arabic	Darusul Lugathil Arabiya- 4	Majlis Taaleemu Islami Calicut Kerala
17	Compulsory Arabic	Yuhibbul Arabiyah - 2	Saudi Govt. Publication

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**List of Text Books for CLASS 7**

Sr.n o.	Subject	Title	Publishers
1	English	New Broadway/New Buzzword	Oxford/Orient black swan
2	Mathematics	Mathematics Textbook	NCERT
3	Social Studies	Social Science (His. Geo &Eco.andPlo. Science	NCERT
4	Science	Science Textbook	NCERT
5	Hindi	Vasant bhaag -2	NCERT
6	Hindi	Hindi Vayakaran – grade -7	Saraswati/ Goyal
7	Malayalam	Bhumi Malayalam – VI (Six)	Holy Faith
8	Urdu	Ibdataai Urdu Part – 5 (Five)	NCERT
9	Tamil	Tamil text Book Grade – 5 SCERT 2019	TN Text book Society
10	Telugu	Telugu Vachakam - 5	Dachepali
11	Kannada	Kannada Parimal - 6	Subhash Publishing House
12	Marathi	Sulabh Bharati VII (Seven) New Edition	Maharashtra State Board
13	Value Edu.	Up And Aware (Skills and Values that elevate you)	Madhuban Educational Books
14	Computer Sc.	CYBER BEAN – Grade 7	KIPS Learning Pvt Ltd
15	Islamic studies	Studies in Islam Grade VII	Islamic Book Service
16	Optional Arabic	Darusul Lugathil Arabiya - 5	Majlis Taaleemu Islami Calicut Kerala
17	Compulsory Arabic	Yuhibbul Arabiyah - 3	Saudi Govt. Publication

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**List of Text Books for CLASS 8**

Sr.n o.	Subject	Title	Publishers
1	English	New Broadway/New Buzzword	Oxford/Orient black swan
2	Mathematics	Mathematics Textbook	NCERT
3	Science	Science Textbook	NCERT
4	Social Studies	Social Science (His. Geo &Eco.andPlo. Science	NCERT
5	Hindi	Vasant bhaag -3	NCERT
6	Hindi	Hindi Vayakaran – grade -8	Saraswati/ Goyal
7	Malayalam	Bhumi Malayalam – VII (Seven)	Holy Faith
8	Urdu	Ibdataai Urdu Part – 6 (Six)	NCERT
9	Tamil	Tamil text Book Grade – 6 SCERT 2019	TN Text book Society
10	Telugu	Nava vasantham Telugu Vachakam Grade - 6	Andhra Pradesh Prabuthwa Pracharana Hyderabad
11	Kannada	Kannada Parimal - 7	Subhash Publishing House
12	Marathi	Sulabh Bharati VIII (Eight) New Edition	Maharashtra State Board
13	Value Education	Up And Aware (Skills and Values that elevate you)	Madhuban Educational Books
14	Computer Science	CYBER BEAN – Grade 8	KIPS Learning Pvt Ltd
15	Islamic studies	Studies in Islam Grade VIII	Islamic Book Service
16	Optional Arabic	Darusul Lugathil Arabiya - 6	Majlis Taaleemu Islami Calicut Kerala
17	Compulsory Arabic	Yuhibbul Arabiyah - 4	Saudi Govt. Publication

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**List of Text Books for CLASS 9**

Sr. no.	Subject	Title	Publishers
1	English	English(Behives and Moments	NCERT
2	Mathematics	Mathematics Textbooks	NCERT
3	Science	ScienceTextbook	NCERT
4	SCIENCE	SCIENCE LAB. MANUAL	GOYAL PUBLICATION
5	Social Studies	Social Science (His. Geo &Eco.andPlo. Science	NCERT
6	HINDI	SPARSH BAGH- 1	NCERT
7	HINDI	SANCHAYAN- 1	NCERT
8	MALAYALAM	KERALA PADAVALI (STD-IX EDITION 2019)	Department of Education, Govt. of Kerala (SCERT)
9	MALAYALAM	ADISTHANA PADAVALI (STD-IX EDITION 2019)	Department of Education, Govt. of Kerala (SCERT)
10	MALAYALAM	THEJASWI AYA VAGMI	H & C Publishing House, High Road Thrissur 660 001, Kerala
11	ARABIC	MINHAJ AL-TALIM AL-THANAWA (CLASS – IX)	CBSE, SHIKSHA KENDRA, 2, COMMUNITY CENTRE, PREETVIHAR,
12	URDU	JAAN PEHCHAN (PART-IV) FOR CLASS 9	NCERT
13	URDU	URDU QAWAIYAD AUR INSHA	NCERT
14	TAMIL	TAMIL TEXT BOOK - CLASS IX, EDITION 2020 - SCERT	TAMILNADU TEXTBOOK AND EDUCATIONAL SERVICES CORPORATION.

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**MAHNAZ FARID** 31/1/22  
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**International Indian school Dammam**

**List of Text Books for CLASS 10**

Sr.no.	Subject	Title	Publishers
1	English	English (Footprints without feet and First flight)	NCERT
2	Mathematics	Mathematics Textbooks	NCERT
3	Science	ScienceTextbook	NCERT
4	SCIENCE	SCIENCE LAB. MANUAL	GOYAL PUBLICATION
5	Social Studies	Social Science (His. Geo &Eco.andPlo. Science	NCERT
6	HINDI	SPARSH BAGH- 2	NCERT
7	HINDI	SANCHAYAN- 2	NCERT
8	MALAYALAM	KERALA PADAVALI (STD-X EDITION 2019)	Department of Education, Govt. of Kerala (SCERT)
9	MALAYALAM	ADISTHANA PADAVALI (STD-X EDITION 2019)	Department of Education, Govt. of Kerala (SCERT)
10	MALAYALAM	CHATTAMPI SWAMIKAL (Jeevithavum – Sandheshavum	Current Books Thrissur Kerala
11	ARABIC	MINHAJ AL-TALIM AL-THANAWA (CLASS – X)	CBSE, SHIKSHA KENDRA, 2, COMMUNITY CENTRE,
12	URDU	JAAN PEHCHAN(PART-V) FOR CLASS 10	NCERT
13	URDU	URDU QAWAIYAD AUR INSHA	NCERT
14	TAMIL	TAMIL TEXT BOOK - CLASS X, EDITION 2020 - SCERT	TAMILNADU TEXTBOOK AND EDUCATIONAL SERVICES

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**International Indian school Dammam**  
**List of Text Books for CLASS 11**

Sr. no.	Subject	Title	Publishers
1	English	English (Hornbill and Snapshot)	NCERT
2	Computer Science	Computers with Python, Computers with Python-II	NCERT
3	Psychology	Psychology Text Book for Class XI - Revised Edition	NCERT
4	Geography	Fundamentals of Physical Geography	NCERT
5	Geography	India Physical Environment	NCERT
6	Geography	Practical Work in Goegraphy -I	NCERT
7	Business Studies	Business Studies Text book for class XI (Revised Edition)	NCERT
8	Marketing	Study material provided by CBSE	CBSE
9	Pol.Sciece	1. Indian Constitution at work 2. Political Theory	NCERT
10	Mathematics	Maths Textbooks	NCERT
11	Economics	Textbooks	NCERT
12	Physics	Textbooks part-1 & part 2	NCERT
13	Biology	Textbooks	NCERT
14	Chemistry	Textbooks part-1 & part 2	NCERT
15	Informatics P	Textbooks	NCERT
16	Home science	Human ecology & family part-1 &Part 2	NCERT
17	Accountancy	Textbooks	NCERT

  
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## List of Text Books for CLASS 12

Sr.no.	Subject	Title	Publishers
1	English	English (Flamingo and Vista)	NCERT
2	Mathematics	Maths Textbooks	NCERT
3	Economics	Textbooks	NCERT
4	Physics	Textbooks part-1 & part 2	NCERT
5	Biology	Textbooks	NCERT
6	Chemistry	Textbooks part-1 & part 2	NCERT
7	Informatics P	Textbooks	NCERT
8	Home Science	Human ecology & family part-1 & part 2	NCERT
9	History	Textbooks	NCERT
10	Accountancy	Textbooks	NCERT
11	Computer Science	Text book of Computers (Python)	NCERT
12	Psychology	Psychology Text Book (Revised edn)	NCERT
13	Geography	Fundamentals of Human Geography	NCERT
14	Geography	India People and Economy	NCERT
15	Geography	Practical Work in Geography -II	NCERT
16	Business Studies	Business Studies I - Revised Edition	NCERT
17	Business Studies	Business Studies II - Revised Edition	NCERT
18	Marketing	Study material provided by CBSE	CBSE
19	Pol.Science	1.Contemporary World Politics 2. Politics in India Since Independence	NCERT Revised edition

  
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