CIRCULAR

Sub: Timely online submission of requisition of Text Books and other allied material supplied by Delhi Bureau of Text Books at the doorstep of all Govt. Schools, of Dte. of Education.

Delhi Bureau of Text Books supply Text Books and other allied material at the doorstep of all Govt. Schools of Dte. Of Education. In this regards various circulars and subsequent mails are issued by DBTB time to time requesting HOS of all Govt. Schools to submit the requisition timely through MIS.

In this regard, it is further clarified that DBTB got printed and supplied the above said material on the basis of requisition submitted by all HOS. Inspite of several reminders, it has been observed that all HOS do not submit their requisition timely in MIS link and after closer of MIS link for submission of requisition, keep on sending their offline requisition for text books and other allied material, which Bureau find very difficult to consider. Bureau can consider their request only on the basis of balance stock, if any, at DBTB. Students of the concerned schools are therefore deprived of the text books and other allied material due to non-submission of requisition by their HOS in time.

With reference to circular issued by DBTB vide no. F.1(s) DBTB/Dist./Circular/2016-17/7354-7360, dated 22.04.2016 regarding supply of Value Based Question Booklets and Mental Math Booklets for academic session 2016-17, subsequently followed by the mails sent by Bureau, HOS were requested to submit online requisition till 30th April 2016. In spite of that till date only 992 schools out of 1017 schools have submitted their requisition for Value Base Question Booklets.

Further, With reference to circular no. F.1(s) DBTB/Dist./Invoices/2016-17/9956-9962, dated 16.06.2016 issued by DBTB for supply of Learning Enrichment Material (Pragati Booklets Phase-II) for Classes III to IX for academic session 2016-17, subsequently followed by the mails sent by Bureau, HOS were requested to submit online requisition through MIS till 30th June 2016. In spite of that, till date only 948 schools out of 1017 schools have submitted their requisition.
This lapse from the side of HOS defeats the very purpose of providing text books and other allied material on time to the students by the Govt. This has been viewed seriously by the higher authorities.

Hence the HOS of all Govt. schools are requested to take it seriously and ensure timely and correct submission of requisition of text books and other allied material as supply of these books is strictly be made on the basis of the requisition submitted online through MIS by HOS.

DDEs Zone are requested to issue instructions to the HOS of their respective zones to submit the requisition timely as and when circulars or mails are issued by Bureau for the said purpose. Accordingly, a certificate certifying that all HOS of the respective zones have submitted their requisition timely may be issued by the concerned DDEs Zone by e-mail.

This issues with the prior approval of Chairman DBTB, Dte. Of Education.

(Mukesh Rajora)
(Managing Director, DBTB)
Dated 02.08.12

No DBTB/MIS/10402.

Copy for information to:

1. PS to Director of Education / Chairman, DBTB
2. PA to MD (DBTB).
3. PA to Addl. Director of Education (School).
4. All DDE’s Districts.
5. All DDE’s Zone.
6. All HOS of Govt. of Schools of Dte. of Edn.
7. OS (IT) with the request to place the circular on website.

(Mukesh Rajora)
(Managing Director, DBTB)