

02 APR 2025

शिमला-1

Dated, Shimla- 171001

April, 2025

To

1. All Deputy Directors (Higher Education)
2. All Deputy Directors (Elementary Education)
3. DIET Principals

Subject: - Proforma for supplementary textbook demand for summer/winter-closing schools (Academic Session 2025-26).


Madam/Sir,

The Education Department would like to commend the efforts of all officials for the mission of on-time textbook distribution to all summer/winter-closing schools.

Please find below the instructions for obtaining supplementary textbooks in case of changes in enrolment:

- Please print the proforma of Supplementary Textbook Indent attached in Annexure-1 (for Class 1-5) and Annexure-2 (for Class 6-10) and fill in the correct details.
- In Table 1, give revised total enrolment (Category-wise).
- In Table 2, mention how many sets you have already collected, and how many more sets you want to collect.
- The BPO-cum-Principal may sign and authorize the Supplementary Textbook Indent for Class 6-10 textbooks, and BEEO for Class 1-5 textbooks.
- All Dy. Directors (Elementary/Higher Education) are requested to ensure that BPO-cum-Principals collect supplementary demand for all students in Block
- Schedule: Please call the depot and schedule a convenient date for collecting supplementary textbooks. Take along your old indent when going to collect supplementary books from the depot.
- After collecting supplementary books, please send physical copies to:
 - Dy. Director (Ele.) for Class 1-5 indents.
 - Dy. Director (Ele.) and Dy. Director (Higher) for Class 6-10 indents.
- To avoid repeat trips to the depot, please collect the supplementary demand only when the enrollment has stabilized.


In view of the above you are directed to issue this instruction to all the BEEOs and BPOs working under your control and send the action taken report (ATR) to this office well in time.


**Director
Elementary Education
Himachal Pradesh, Shimla-171001**

Endst. No. Even Dated Shimla-171001 March, 2022

Copy for information and necessary action to the following officials: -

1. The Director, Directorate of Higher Education, H.P. Shimla-171001
2. The Secretary, HPBOSE Dharmashala, District Kangra.
3. Guard file.


**Director
Directorate of Elementary Education
Himachal Pradesh, Shimla-171001**

Annexure-1 (Page 1 of 2)
Supplementary Indent (Class 1-5)

To

The Incharge
Sales/ Book Depot _____
H.P Board of School Education

Subject: **Supplementary textbook demand (Class 1-5) for the block**

Please supply the additional textbook sets listed in Table 2 as supplementary demand for the summer/winter-closing session of the year 2025-26.

Table 1. Revised category wise TOTAL enrolment (for students in summer/winter-closing schools):

CLASS	GEN	SC	ST	OBC	IRDP	TOTAL
Class 1						
Class 2						
Class 3						
Class 4						
Class 5						

Table 2. Medium-wise demand (for students in winter-closing schools):

CLASS	Total number of sets already collected	Additional sets required	
		English Medium	Hindi Medium
Class 1			
Class 2			
Class 3			
Class 4			
Class 5			

Block Elementary Education Officer

Copy to:-

- Deputy Director (Elementary), _____
- Guard File

Annexure-1 (Page 2 of 2)
Supplementary Indent (Class 1-5)

Textbook Code	Textbook Name	Quantity Demanded	Quantity Supplied
101	Sarangi-i		
102	Mridang-i		
104	Joyful Mathematics-I		
201	Sarangi-II		
202	Mridang-II		
204	Joyful Mathematics-II		
301	Veena (Hindi)		
302	Santoor (English)		
303	Maths Mela (Mathematics)		
306	Our Wondrous World (EVS)		
401	Rimjhim Bhag-iv		
402	Marigold Book-iv		
403	Math Magic Book-iv		
406	Looking Around Book-ii		
501	Rimjhim Bhag-v		
502	Marigold Book-v		
503	Math Magic Book-v		
507	Looking Around Book-iii		
510	Moral Education		
511	History of the Indian Freedom Struggle		

I certify that quantity of textbooks supplied by the Books Distribution Centre to block _____, noted above, is correct.

Signature: _____

Name:

Date:

Incharge, Sales/ Book Depot
 Depot _____

Signature_____

Name:

Date:

Authorized Collecting Officer
 Block _____

Annexure-2 (Page 1 of 5)
Supplementary Indent (Class 6-10)

To

The Incharge
Sales/ Book Depot _____
H.P Board of School Education

Subject:

Supplementary textbook demand (Class 6-10) for the block

Please supply the additional textbook sets listed in Table 2 as supplementary demand for the summer/winter-closing session of the year 2025-26.

Table 1. Revised category-wise TOTAL enrolment (for free textbook demand for students in winter-closing schools):

CLASS	GEN	SC	ST	OBC	IRDP	TOTAL
Class 6						
Class 7						
Class 8						
Class 9						
Class 10						

Table 2. Medium-wise demand (for students in winter-closing schools):

CLASS	Total number of sets already collected	Additional sets required	
		English Medium	Hindi Medium
Class 6			
Class 7			
Class 8			
Class 9			
Class 10			

Block Project Officer-cum-Principal

Copy to:-

- Deputy Director (Higher), District _____
- Deputy Director (Elementary), District _____
- Guard File

Annexure-2 (Page 2 of 5)
Supplementary Indent (Class 6-10)

Textbook Code	Textbook Name	Quantity demanded	Quantity supplied
601	Vasant Bhag-I (Hindi)		
602	Ganit		
603	Honey Suckle (English)		
604	A Pact with the Sun (SR) Eng		
605	Sankshipt Ramayan		
606	Vigyan		
607	Hamare Atit (S.Sc)		
608	Samajik Avm Rajnitik Jeevan-I (Itihas) S.Sc		
609	Prithvi Hamara Avas (Bhugol) S.Sc		
610	Naitik Shiksha		
611	Swatantrata Sangram ka Itihas		
612	Ruchira-I (SKT)		
613	Mathematics (Eng Medium)		
614	Science (Eng Medium)		
615	History (Our Pasts-I) SSc (Eng Medium)		
616	The Earth Our Habitat SSc (Eng Medium)		
617	Social and Political Life-I (S.Sc) (Eng Medium)		
621	Kala Adhyayan		
622	Grih Vigyan		
623	Hindi Vyakaran Aur Rachna		
624	English Grammar		
625	Punjabi Pustak		
626	Himachal Ki Lok Sanskriti Aur Yog		
627	Jaan Pahchan (Urdu)		
628	Pariyojna Pustika		
630	Music Book (6th to 10th)		
701	Vasant-II (Hindi)		
702	Bal Mahabharat Katha (SR) Hindi		
703	Honeycomb (English) Core		
704	An Alien Hand (SR) English		
705	Ganit		
706	Vigyan		
707	Itihas (Hamare Atit-II) (S.Sc)		
708	Bhugol (Hamara Paryavaran) (S.Sc)		
709	Samajik Aur Rajnitik Jeevan-II (S.Sc)		
710	Ruchira-II (SKT)		
711	Naitik Shiksha Bhag-VII		
712	Swatantrata Sangram Ka Itihas		
713	Mathematics (Eng Medium)		
714	Science (Eng Medium)		
715	History (Our Pasts-II) SSc. (Eng Medium)		
716	Geography (Our Environment) SSc (Eng Medium)		

Annexure-2 (Page 3 of 5)
Supplementary Indent (Class 6-10)

Textbook Code	Textbook Name	Quantity demanded	Quantity supplied
717	Social and Political Life-II, S.Sc (Eng. Medium)		
718	Punjabi Pustak		
719	Himachal Ki Lok Sanskrit Aur Y		
720	JaanPahachan (Urdu)		
721	Pariyojna Pustika		
801	Vasant Bhag-III		
802	Bharat Ki Khoj		
803	Honey Dew		
804	It so Happened (SR)		
805	Ganit		
806	Vigyan		
807	Hamare Atit-III Bhag-I		
808	Sansadhan Avam Vikas		
809	Samajik Avam Rajnitik Jeevan-III		
810	Ruchira Bhag-III		
813	Naitik Shiksha		
814	Bhartiya Swatantrata Sangram Ka Itihas		
815	Mathematics (Eng. Medium)		
816	Science		
817	Our Pasts-III Bhag-I		
818	Social And Political life-III		
819	Resources and Development		
820	Punjabi		
821	Hamare Atit-III Bhag-II (Hindi Medium)		
822	Our Pasts-III Bhag-II		
823	Himachal Ki Lok Sanskrit Aur Yoga		
824	Jaan Pahachan (Urdu)		
825	Pariyojna Pustika		
901	Kshitij (Hindi)		
902	Kritika (SR) (Hindi)		
903	Beehive (English)		
904	Moments (SR) English		
905	Ganit		
906	Vigyan		
907	Bharat Aur Samkalin Vishwa-I S.Sc		
908	Samkalin Bharat-I (Bhugol) S.Sc		
909	Loktantrik Rajniti (PSc) S.Sc		
910	Nawa-e-Urdu		
911	Naitik Shiksha Bhag-I		
912	Swatantrata Sangram Ka Itihas		
913	Shemushi Prothmo Bhag Sanskrit		
914	Punjabi Book-I		
915	Arthshashtra		

Annexure-2 (Page 4 of 5)
Supplementary Indent (Class 6-10)

Textbook Code	Textbook Name	Quantity demanded	Quantity supplied
916	Mathematics (Eng Medium)		
917	Science (Eng Medium)		
918	Aapda Prabandhan (SSc)		
951	Disaster Management (SSc)		
952	Contemporary India-I SSc.		
953	Economics		
954	Democratic Politics (Ssc)		
955	India and the Contemporary World-1		
956	Computer Science		
957	Computer Science (Practical Notebook)		
922	Kala Sanklan		
925	Practical Book (Science)		
926	Grih Vigyan		
929	Vanjya Pranali Avam Vahi Khata		
930	Hamari Arthvyavastha Ka Paricheya		
932	Sanskrit Vyakaran Kaumudi		
933	English Grammar		
934	Shiksharthi Vyakaran		
1001	Kshitij-2 Hindi		
1002	Kritika-2 (SR) Hindi		
1003	First Flight (English)		
1004	Footprints without Feet (SR) English		
1005	Ganit		
1006	Vigyan		
1007	Itihas (Bharat and Samkalin Vishwa-2) S.Sc		
1008	Samkalin Bharat-2 (Bhugol) S.Sc		
1009	Arthik Vikas Ki Samajh (S.Sc)		
1010	Nawa-e-Urdu		
1011	Naitik Shiksha		
1012	Bhartiya Swatantrata Sangram Ka Itihas		
1013	Punjabi Book-II		
1014	Shemushi Prothmo Bhag Sanskrit		
1015	Aapda Prabandhan (SSc)		
1016	Loktantrik Rajniti-2 S.Sc		
1018	Mathematics		
1019	Science		
1020	History (India and the Contemporary World-II)		
1021	Contemporary India-II (Geo)		
1022	Understanding Economics Development (S.Sc)		
1023	Democratic Politics-II (SSc)		
1024	Disaster Management		
1025	Practical Notebook (Science)		
1026	Computer Science		
1027	Computer Science (Practical Notebook)		

Annexure-2 (Page 5 of 5)
Supplementary Indent (Class 6-10)

I certify that quantity of textbooks supplied by the Books Distribution Centre to block _____,
noted above, is correct.

Signature: _____

Name:

Date:

Incharge, Sales/Book Depot

Depot _____

Signature: _____

Name:

Date:

Authorized Collecting Officer

Depot _____