



## Circular

### 2019-20 Books & Uniform Circular

Dear Parents,

As we plan for the new academic session 2019-20, we would like you to note the following important information.

2019-20 Sale of School Book Sets & Uniforms:

A large number of parents have appreciated the secure, convenient & easy-to-use online sales platform to purchase the school book sets & uniforms for their children.

Looking at the convenience & comfort of the children and parents, the online website, [www.shopforschool.in](http://www.shopforschool.in) has been selected to continue to list & sell the school book sets & uniforms. Please note that along with the online platform, reputed vendors in the city have also been selected to stock the school books & uniforms.

All the suppliers have listed their items on [www.shopforschool.in](http://www.shopforschool.in).

Parents have been provided with multiple payment options e.g. Credit Card, Debit Card, Net Banking for their convenience.

The purchased items can be shipped directly to your residence or to the school ensuring a comfortable & smooth experience for all.

The online sales will be available to parents starting from 13th March 2019 onwards and a convenient return process has been put in place.

To select the school products, please visit the website @ [www.shopforschool.in](http://www.shopforschool.in) & select [Maharashtra – Mumbai – Podar International School - Mumbai (IB)]

The site will only allow a single book set per order. If a parent would like to purchase multiple book sets (for siblings, friends, etc.) they will be required to place multiple orders. The dispatch of book sets and uniform items will be done separately even if parents place a single, combined order. The parent will receive separate couriers for book sets and uniform items with separate tracking numbers.

The “Deliver to School” option will continue to be available to parents.

Parcel delivered to school should be collected from school within 2 days after the intimation received from school.

The school is not responsible to deliver the order to the parent’s residence.

As a further convenience, if the parents would require any additional assistance, staff & computers will be available at the school from 13th March to 31st March 2019 between 2:00 pm to 3.00 pm in the library to help the parents place their orders online.

If parents do not have [www.shopforschool.in](http://www.shopforschool.in) username, then they can generate it by logging on to the website.

If you have lost the www.shopforschool.in passwords, the same can be generated by visiting the website.

### **Student Organizer**

The student organizer will not be part of the online sale of book sets.

Student organizer will be given directly to students against designated MRP from 15th March 2019 to 31st March 2019 between 9.30 am to 12.00 pm / 1.30 pm – 2.30 pm from the library (Grade 1-5 from Shagun Bldg. / Grade 6-9 Ramee bldg.)

### **Return Process**

For the Academic Year 2019-20, the return of book sets & uniforms will be done offline at the respective school library within 2 days of receiving the wrong items.

Timing – 9.00 am – 3.00 pm

Parents must carry their emailed invoice/order confirmation copy.

If all items and quantity mentioned in the invoice is matching the returned items then refund will be given for full invoice value including shipping charge.

If only a few items are returned refund will be given after checking the value of the returned item excluding shipping charges in these cases.

### **External Vendor Sales**

Books - 20th March to 30th March 2019.

Uniforms - 18th March to 30th March 2019

Books & Uniform will be available from Local Vendor at the below address:

#### **Shop No. 1 (Books and Uniforms)**

Krishna Kunj Building,

Ground Floor, Opp Garden Crest Building, Off Linking Road, Vijaya Bank Overseas Bank, Santacruz West, Mumbai - 400054.

Phone No.: 8291213578

Timing – 11.00 am – 4.00 pm

### **2019-20 Customer Service - Complaint Handling Process**

Parents must email Order Confirmation copy.

Example –

Books – If any book is missing, mention title name of the book instead of a general description.

Uniform – Write the size ordered and received in a parcel.

Please send details of the complaint to [wecare@shopforschool.in](mailto:wecare@shopforschool.in)

Kindly note that the above facilities are only for the convenience of our parents & children and are totally optional for parents. There is no binding of any kind to buy from above website & suppliers. Parents are free to purchase the above items from any reputed vendor.

Regards,

Dr. Vandana Lulla  
Director/Principal