



# राजीव गाँधी पेट्रोलियम प्रौद्योगिकी संस्थान

संसद के अधिनियम के अधीन स्थापित राष्ट्रीय महत्व का एक संस्थान)

जायस -अमेठी ,229304, उत्तर प्रदेश, भारत

**RAJIV GANDHI INSTITUTE OF PETROLEUM TECHNOLOGY**

(An Institution of National Importance Established under an Act of Parliament)

Jais, Amethi - 229304, Uttar Pradesh, India

Ref: RGIPT/ACD//2021-22/Quotation/01

Dated: 04.10.2021

## QUOTATION ENQUIRY

**Last Date and time for quote: 11.10.2021 till 15:00 hrs. in the office of Academic Affairs, RGIPT, Jais-229304**

Dear Sir(s),

Please submit your lowest quotation for supplying the under mentioned items. Quotation in duplicate must reach us before the date marked above and should contain the following information:

1. Full specification of the paper and cover on which the report shall be printed along with rate F.O.R. should be clearly mentioned.
2. Clearly mention the date of validity of offer.
3. **Kindly clearly mention your E-mail ID and Mobile number.**
4. Kindly mention appropriate GST % as applicable for supplying of Goods & Services to educational institution.
5. Please mention your GST registration number and PAN in the quotation.
6. Conditions of supply and terms of payment shall be clearly mentioned in the quotation.

Quotation must be sent in **sealed envelope** with word "**QUOTATION for printing of Grade sheet**" and addressed to Office of the Academic Affairs, Rajiv Gandhi Institute of Petroleum Technology, Mubarakpur Mukhatiya More, Jais, District - Amethi, Uttar Pradesh PIN-229305. Our reference number and last date as given above should be clearly marked over it.

Sl. No.	Specification of Item	GSM	Price
1.	Printing of Grade sheet single color printing on super sunshine paper with gold foil, size 21* 29.9 cms <b>Quantity: 50,000</b>	140	
		160	
		180	
2.	Printing of Transcript single color printing with logo gold foil on Super sunshine paper size 21.5*35.7 cm. <b>Quantity: 15000</b>	140	
		160	
		180	



समीर रंजन सिंह Sameer Ranjan Singh  
उपकुलसचिव Deputy Registrar  
राजीव गाँधी पेट्रोलियम प्रौद्योगिकी संस्थान  
Rajiv Gandhi Institute of Petroleum Technology  
जायस, अमेठी-229304, उत्तर प्रदेश, भारत  
Jais, Amethi-229304, U.P., India

**N. B.: Other terms & conditions pertaining to item mention are mentioned below:**

1. The Above quantities are approximate, it may increase or decrease as per actual requirement, accordingly per unit cost along with minimum order quantity needs to be mentioned.
2. Samples must be submitted along with quotation failing which quotation (s) may be summarily rejected without making any further reference to the bidder in this regard. If the bidder does not qualify his/her sample will be returned.
3. Supply must be executed in full within 20 days from the date of receipt of the final draft of Grade sheet & Transcript.
4. Penalty @ 1% per week of the order value and a maximum of 10 % will be deducted in case of delay in supply.
5. Supply may be rejected, if not found up to the mark and in conformity with the sample provided along with the quotation.
6. **Printers/Publishers located in Amethi/Raebareli/Lucknow region shall be preferred.**



**Deputy Registrar, RGIPT**

समीर रंजन सिंह Sameer Ranjan Singh  
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