



राजीव गाँधी पेट्रोलियम प्रौद्योगिकी संस्थान

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

जायस ,अमेठी, उत्तर प्रदेश, भारत-229304

RAJIV GANDHI INSTITUTE OF PETROLEUM TECHNOLOGY

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

Jais, Amethi - 229304, Uttar Pradesh, India

QUOTATION ENQUIRY

Ref. No. : RGIPT/Jais/KM/Orientation/2023/01

Dated: 27.07.2023

Last Date and time for the quote: 01.08.2023 till 17:00 hours in the Office of the Dean (Academic Affairs), RGIPT, Jais (Date of Supply: Friday, 10th August 2023, 2:00 PM)

Dear Sir(s),

Please submit your lowest quotation for supplying the under mentioned items on 12th August 2023. Quotation in duplicate must reach us before the date marked above and should contain the following information:

1. Clearly mention the date of validity of offer.
2. **Kindly clearly mention your E-mail ID and Mobile number.**
3. Kindly mention appropriate GST % as applicable for supplying of Goods & Services to educational institution.
4. Please mention your GST registration number and PAN in the quotation.
5. 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 tent, table, chair, screen etc tangible Items for Orientation”** and addressed to Office of the Dean (Academic Affairs), RGIPT, Jais- 229304 (UP). Our reference number and last date as given above should be clearly marked over it.

Sl. No.	Items Particulars	Approx. Qty.	Day 01 Rent	Daily Rent after 01 st Day	GST %
1.	Plastic Chairs (good quality)	800 Nos.			
2.	Table with cover and border	30 Nos.			
3.	Standing fans with complete electrical connections and wire	20 Nos.			
4.	Red carpet for stage (inside the auditorium)	1200 sq. ft			
5.	Carpet for entrance passage	3600 sq. ft			
6.	VIP Chairs with white cover	30 Nos.			
7.	Tent (white)	90 ft X 90 ft			
8.	Display screen (10 ft X 20 ft)	1 Nos.			

9.	Display screens (55 inch LED)	2 Nos.			
10.	Stage decoration	Artificial flowers and Natural flower			
11.	Coolers (big for tent)	5 Nos.			

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. Supply must be executed in full before the date of program i.e. on or before 10th August 2023, 2:00 PM.
3. The items may be required for one/two/three days.
4. **Penalty will be deducted in case of delay in supply from the date and time as specified above.**
5. The supplied items on rent must be neat and clean. Dirty or untidy items would not be considered for the payment.
6. Vendor located in Amethi / Raebareli region shall be preferred.

Prof Atul Sharma
Chairman,
Hall Arrangement sub committee