



Ref. RGIPT/JAIS/IWD/QE/2026-27/02

विद्यारत्नम् महद्वनम्

Date: 23.04.2026

To,

M/s [Name of Agency/Contractor],

Address: .....

Email- .....

Contact No. ....

GSTIN: .....

**Sub: Quotation enquiry for supply of aluminium partition materials at RGIPT, Jais Campus.**

Dear Sir,

We request you to submit your competitive rates (quotation) for aluminium partition materials at RGIPT, Jais campus as per the attached BOQ as **Annexure - 1**.

**Terms & Conditions:**

- The quoted rate should be inclusive of **GST & Freight charges**. Vendor/ Agency is requested to only fill the required data in BOQ, no extra terms and conditions should be mentioned by the Agency. If he does so, then the quotation of that agency will be summarily rejected.
- The quoted rate shall be valid for a period of 60 days from the last date of submission of quotation.
- GST number should be mentioned in the quotation.
- The total time for supply of said items will be 10 days. The date of commencement shall be reckoned from the date of acceptance of work order/ purchase order.
- No advance payment will be made.
- List of preferred makes is enclosed herewith as **Annexure-2**. The vendor is required to get sample approved from Engineer-in-Charge of RGIPT before the bulk supply.
- The supply of said items will be carried out as per satisfaction of Engineer-in-Charge.
- In case of any damage and delay in supply of said items, liquidated damages (LD) at the rate of 0.5% of the purchase order value per week of delay or part thereof, subject to a maximum of 10% of the purchase order value shall be recovered from the agency/contractor bills.
- The quotation should be sent to us duly **Signed and Stamped** only in **Sealed Envelope** and Super scribed as **Ref. No. RGIPT/JAIS/IWD/QE/2026-27/02, Quotation for aluminium partition materials at RGIPT, Jais Campus** by registered post or by hand to the office of The Chairman, Institute Works Department, Rajiv Gandhi Institute of Petroleum Technology Jais, Mukhetiya More, Harbanshganj, Tiloi, Amethi, UP - 229304.
- The quotation should be submitted within 7 days from the date of quotation enquiry i.e., the quotation should be received on or before 29.04.2026 by 04:00 PM. Quotation received after the due date, for whatever reason, will not be considered for evaluation.
- The order will be awarded to the Agency/Contractor, whose rate will be lowest in terms of the grand total.
- The Institute reserves the right to accept/reject all or any part of the offer without assigning any reason thereof.

Executive Engineer (Civil)

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**Rajiv Gandhi Institute of Petroleum Technology, Jais, Amethi****BOQ for Aluminium Partition Materials**

S. No.	Description	Unit	Qty.	Rate (Rs.)	Amount (Rs.)
1	5 mm thick clear glass	sqft	789.78		
2	12 mm thick particle board	sqft	384		
3	Aluminium American Door Handle	no	12		
4	Tower Bolt (6 Inch)	no	6		
5	Door Stopper	no	6		
6	Door Closer	no	6		
7	Hinges (Kabja) (4 Inch)	no	18		
8	Aluminium Door Dust Proof Felt Brush Seal	feet	45		
9	Mortise Lock	no	6		
10	Sub-total amount (S. No. 1 to 9)				
11	GST @ 18% on S. No. "10"				
	<b>Total Amount (S. No. 10 + 11)</b>				

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LIST OF PREFERRED MAKES

SL.NO.	MATERIALS	MANUFACTURER/BRAND/MAKE
1	CLEAR GLASS, TOUGHENED GLASS	SAINT GOBAIN, MODIGUARD, AIS
2	HYDRAULIC DOOR CLOSER	GODREJ, OZONE, DORSET, DORMAKABA
3	MORTICE LOCK	GODREJ, OZONE, DORSET, DORMAKABA

**Note:** Makes of supply of aluminium partition materials by the vendor will be according to the list of above preferred make given. No other make will be used by bidder. In case any material/product is not available in the market, alternate product as per decision and approval of Engineer-in-Charge shall be used by the bidder.

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