

# राजकीय इंजीनियरिंग कालेज बाँदा

(पूर्ववर्ती डा० भीमराव अम्बेडकर इंजीनियरिंग कालेज आफ इन्फारमेशन एण्ड टेक्नोलॉजी, बाँदा)

Rajkiya Engineering College Banda

Atarra, Banda - 210201

E-Mail : director@recbanda.ac.in URL www.recbanda.ac.in

Tel: +91 5191 254301

Mob:+91-7905607177



Ref No: - REC/Banda/S & P/2024-09

Dated: 14 February, 2024

## INVITATION FOR QUOTATION

To,

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Sub: Invitation for Quotations of Services in Annual Function at REC Banda**

Dear Sir,

1. You are invited to submit your most competitive quotation for the following services

S. No.	Service Name	Quantity	Place of Delivery
01	Red Carpet (on Rent)	02 Day	Rajkiya Engineering College Banda
02	Collar Mic 05 Pieces (on Rent)	02 Day	Rajkiya Engineering College Banda
03	Disco Lights Multicolor 05 Pieces (on Rent)	02 Day	Rajkiya Engineering College Banda
04	Focus Light Multicolor 05 Pieces (on Rent)	02 Day	Rajkiya Engineering College Banda
05	Music boxes 5 Pieces (Mic 3 Pieces wired and Mic 2 Pieces wireless) (on Rent)	02 Day	Rajkiya Engineering College Banda
06	Balloon Machine 2 Pieces (on Rent)	02 Day	Rajkiya Engineering College Banda
07	Smoke Machine 2 Pieces (on Rent)	02 Day	Rajkiya Engineering College Banda
08	Outdoor Tube String Light 50 Pieces (on Rent)	02 Day	Rajkiya Engineering College Banda

2. Quotation:

2.1 The quotation shall be for the full quantity as described above.

2.2 Corrections, if any, shall be made by crossing out, initialing, dating and re writing.

2.3 All duties and other levies payable by the supplier under the quotation shall be included in the unit price.

2.4 Applicable taxes shall be quoted separately for all items.

2.5 The prices quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.

2.6 The Prices should be quoted in Indian Rupees only.

3. Each bidder shall submit only one quotation.

4. Quotation shall remain valid for a period not less than 180 days after the last date of quotation submission.

5. Evaluation of Quotations:

The Purchaser will evaluate and compare the quotations determined to be substantially responsive i.e. which

5.1 are properly signed.

5.2 confirm to the terms and conditions, and specifications.

6. The Quotation would be evaluated for all services together.

7. Award of work order:

The Purchaser will issue work order to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price.

7.1 Notwithstanding the above, the Purchaser reserves the right to accept or reject any quotation and to cancel the process and reject all quotations at any time prior to the award of contract.

7.2 The bidder whose quotation is accepted will be issued work order by the Purchaser prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the work order.

8. Payment shall be made in Indian Rupees as follows:

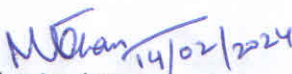
Satisfactory Completion – 100% of total cost

9. You are requested to provide your offer latest by 11:00 hours on 28 February 2024.

11. Sealed quotation to be submitted/delivered at the address mentioned below,

**Rajkiya Engineering College, Banda Atarra, Banda 210201**

12. We look forward to receiving your quotation and thank you for your interest in this project.

  
(Authorized Signatory)  
Name & Designation  
(Dr. Mohd Tauseef Khan)  
Incharge Purchase



## FORMAT FOR QUOTATION SUBMISSION

(In letterhead of the supplier with seal)

Date: \_\_\_\_\_

To: \_\_\_\_\_  
\_\_\_\_\_

S. No.	Description of Service	Qty.	Quoted Unit rate in Rs. (without GST)	Total Price (A)	GST payable	
					In %	In figures (B)
01	Red Carpet (on Rent)	02 Day				
02	Collar Mic 05 Pieces (on Rent)	02 Day				
03	Disco Lights Multicolor 05 Pieces (on Rent)	02 Day				
04	Focus Light Multicolor 05 Pieces (on Rent)	02 Day				
05	Music boxes 5 Pieces (Mic 3 Pieces wired and Mic 2 Pieces wireless) (on Rent)	02 Day				
06	Balloon Machine 2 Pieces (on Rent)	02 Day				
07	Smoke Machine 2 Pieces (on Rent)	02 Day				
08	Outdoor Tube String Light 50 Pieces (on Rent)	02 Day				
<b>Total Cost</b>						

**Gross Total Cost (A+B): Rs.** \_\_\_\_\_

We agree to supply the above Service in accordance with the specification for a total contract price of Rs.—

\_\_\_\_\_ (Amount in figures) (Rupees \_\_\_\_\_

\_\_\_\_\_ amount in words) for the period specified in

the Invitation for Quotations.

We confirm to agree with terms and conditions as mentioned in the Invitation Letter.

We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in bribery.

Signature of Supplier

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Contact No. \_\_\_\_\_