

REQUEST FOR QUOTATION (RFQ)

Ref. No.: DBRANLU/C&M//RFQ- 01

Date: 30/03/2026

Subject REQUEST FOR QUOTATION FOR SUPPLY OF ELECTRICAL ITEMS FOR HOSTEL

Dr. B.R. Ambedkar National Law University, Sonipat, Haryana is a State University established under Act 15 of 2012. Quotations are invited from interested **suppliers / dealers / distributors / firms** for the **supply of electrical items for hostel maintenance work** at Dr. B.R. Ambedkar National Law University Campus, Rajiv Gandhi Education City, Rai, Sonipat – 131029.

Requirement and Specifications

| Sr. No. | Item Description | Unit | Quantity |
|---------|--------------------------------------|-------|----------|
| 1 | Bacalite Sheet Cutting for Power Set | Sheet | 29 |
| 2 | Bacalite Sheet Cutting for Light | Sheet | 5 |
| 3 | Exhaust Fan (300 mm Size) Bajaj | Nos | 30 |
| 4 | 20 Watt LED Tube Light (Havells) | Nos | 60 |
| 5 | LED Driver for 2x2 Panel (36W) | Nos | 70 |
| 6 | Combined Gang Box (6/16 Amp) | Nos | 25 |
| 7 | Mirror Light (9 Watt) Havells | Nos | 40 |

Note: The quantity mentioned above is tentative and may increase or decrease as per requirement.

Terms & Conditions

1. The interested firms/suppliers may submit their quotations to the office of **Assistant Registrar, C&M Branch, Dr. B.R. Ambedkar National Law University, Rai, Sonipat – 131029** by post/courier/by hand or via email at **constructionandmaintenance@dbranlu.ac.in**.
2. The quotation must reach the office **on or before 07/04/2026 at 05:00 PM**.
3. The envelope/email subject should be clearly mentioned as:
“QUOTATION FOR SUPPLY OF ELECTRICAL ITEMS FOR HOSTEL”

4. The quotation must include:
 - PAN Number
 - GST Registration
 - Contact Details of the Firm
5. The quoted price must include **packing, forwarding, freight, loading, unloading and delivery charges** at the university campus.
6. The materials must be supplied within **15 days from the date of issue of Purchase Order**.
7. Payment shall be released after **successful delivery and inspection of materials** and submission of original bills.
8. The university reserves the right to **accept or reject any or all quotations without assigning any reason**.
9. The rates quoted shall remain **valid for at least three months** from the date of opening of quotation.
10. Any dispute arising out of this quotation shall be subject to the **jurisdiction of Courts at Sonipat**.
11. The supplier shall provide **minimum one year warranty** for all electrical items supplied. Any defective material found during the warranty period shall be **replaced free of cost by the supplier within 7 days of intimation**.
12. Penalty clause will be applicable as per University Accounts Code Clause no. 12.67 (In case, the material/work is not supplied/executed within the supply/work compensation amount equal to 1% of the cost of the material/contract per day, provided that the total amount of compensation shall not exceed 10% of the total cost of the material/contract. After the lapse of 15 days beyond the stipulated/extended period, it will be the discretion of the University to cancel the supply/work execution order at the risk and cost of the supplier/contractor).
13. The interested firms may also visit the **General Branch / C&M Branch of the University** between **09:00 AM to 05:00 PM on any working day** to examine/verify the **sample/specifications of the electrical items** before submitting their quotation

Company / Firm Details

Name of the Firm:

Address of the Firm:

Contact Person Name & Mobile No.:

Email ID:

GST No.:

Financial Quotation Format

| Sr. No. | Item Description | Qty | Unit Rate (Without GST) | GST % | Total Amount |
|---------|--------------------------------------|-----|-------------------------|-------|--------------|
| 1 | Bacalite Sheet Cutting for Power Set | 29 | | | |
| 2 | Bacalite Sheet Cutting for Light | 5 | | | |
| 3 | Exhaust Fan (300 mm Size) Bajaj | 30 | | | |
| 4 | 20 Watt LED Tube Light Havells | 60 | | | |
| 5 | LED Driver for 2x2 Panel (36W) | 70 | | | |
| 6 | Combined Gang Box (6/16 Amp) | 25 | | | |
| 7 | Mirror Light (9 Watt) Havells | 40 | | | |

Total Amount in Figures: _____

Total Amount in Words: _____

Stamp & Signature of the Firm