



DR. B.R. AMBEDKAR NATIONAL LAW UNIVERSITY, SONIPAT
(Established by the Haryana State Legislature Act No. 15 of 2012)

Email: registrar@dbranlu.ac.in | Website: www.dbranlu.ac.in

REQUEST FOR QUOTATION (RFQ)

Ref. No.: DBRANLU/P&S/2025/43/RFQ-01

Date: 13.11.2025

Subject: REQUEST FOR QUOTATION FOR RATE CONTRACT FOR HOUSEKEEPING ITEMS

Dr. B.R. Ambedkar National Law University, Sonipat, Haryana, invites quotations from reputed suppliers/distributors/manufacturers for Rate Contract of Housekeeping Items (refer ANN-II) to be used at the University campus, Rajiv Gandhi Education City, Rai, Sonipat (Haryana) for a period of one year, extendable on satisfactory performance.

Terms and Conditions

Quotations must reach the office of the Registrar, DBRANLU Sonipat within 05 days of issuance of this RFQ i.e., by on or before **5:00 PM of 19.11.2025** either by post, courier, hand, or email at purchase.store@dbranlu.ac.in.

1. The quotations will be opened on next day of closing date of submission of quotations at 11:00 AM.
2. Conditional bid would not be entertained.
3. Bidder should uphold good business practices.
4. The bidder must have valid GST registration and experience of at least 02 year of supplying similar items to any Govt./PSU/University during FY 2021-22, 2022-23, 2023-24, or 2024-25.
5. A rational balance of quality, quantity and cost of the product offered / quoted by the firms, which meet the eligibility criteria, shall be the sole basis of awarding the contract.
6. The bidder is required to produce following undertaking/certificate with the quotation:
 - I. "That the rates, and other terms and conditions offered to Dr. B. R. Ambedkar National Law University, Sonipat are in no way inferior to those being offered to other Govt./Semi Govt. Depts./Public Sector Undertaking/Institutions including DGS&D/DS&D (Haryana)".
 - II. "That in case, the rates are reduced/or more discount including any special incentives for sales promotion is offered by you during the currency of rate contract, the University shall be informed promptly and shall be entitled for that benefit/incentive".
 - III. "That you have not been debarred/blacklisted by DGS&D/DS&D (Haryana) or any State Govt. Dept./Central Govt. Dept./ University etc.".
7. The contract period shall be one year, extendable by another year upon satisfactory performance.

8. Prices must be inclusive of all charges (packing, freight, delivery, etc.).
9. Delivery of goods shall be made by the supplier within 07-10 days of placing of purchase order, however, in case of emergent requirement he has to supply the required quantity of goods within 03 days of placing order.
10. Rate contract items will be purchased on monthly basis / as or when required.
11. Penalty: Delay beyond 10 days will attract 1% penalty per day, up to 10% of total order value.
12. DBRANLU reserves the right to reject any quotation without assigning reason.
13. Payment: 100% after successful supply and verification by Inspection Committee. No advance payment.
14. Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the registrar@dbranlu.ac.in.
15. In case of any discrepancy or dispute related to this rate contract the final decision of the Hon'ble Vice Chancellor shall be final.
16. The University has the full and exclusive right to accept or reject, increase or decrease order quantity, any or all the RFQ without assigning any reasons and also to cancel the supply at any time without assigning any reason.
17. Jurisdiction: All disputes subject to courts in Sonipat, Haryana.

Financial Quotation Format

S. No.	Item Name	Brand	Unit	Quantity	Basic Rate (₹)	GST (%)	GST Amount (₹)	Total (₹)

1. I/We have read and understood the contents of the RFQ for rate contract of housekeeping items and agree to abide by the terms and conditions of this RFQ.

2. I/We shall supply the items of requisite quality and quantity at given rate in timely manner.

Stamp & Signature of the Company/Firm

ANN-II

Requirement

S. No.	Name of Item	Brand	Color	Estimated Monthly requirement
1	Phenyl	Genda	White/Green	60 Ltr
2	Lizol (All in 1)	Lizol	Green	60 Ltr
3	Harpic	Harpic	Blue	60 Ltr
4	Tissue Paper	Pristo	White	100 Nos
5	Paper Roll	-	-	10 Nos
6	Odonil (Gel Pocket Floral Valley)	-	-	30 Nos
7	Phool Broom (Soft)	-	-	15 Nos
8	Broom (with Bamboo)	-	-	15 Nos
9	Wiper	-	Medium	15 Nos
10	Jala Brush	-	-	5 Nos
11	Garbage Bag (Big)	-	Black	10 Kg
12	Garbage Bag (Small)	-	Black	20 Kg
13	Bucket	-	Plastic	5 Nos
14	Mug	-	Plastic	10 Nos
15	Juna	-	Plastic	20 Nos
16	Hand Wash	Dettol	-	50 Nos (250 ml each)
17	Washing Powder	Surf Excel	Powder	10 Kg
18	Washing Liquid	Surf Excel	Liquid	5 Ltr
19	Dust Pan	-	Steel/Plastic	20 Nos
20	Room Freshener	Godrej	Lemon	15 Nos
21	Toilet Brush	-	Plastic	10 Nos
22	Pouche	-	-	30 Nos
23	Naphthalene Balls	Wonder Fresh	Colourful	15 Pkts
24	Hand Gloves	-	Yellow/White	5 Pair
25	Colin	-	Blue (250 ml)	15 Nos
26	Black Hit	Hit	750 ml	1 Pc
27	Coconut Oil	-	-	3 Ltr
28	Dustbin (Big, 80 Ltr with Wheel)	Neelkamal	Plastic	5 Nos
29	Dustbin (Small)	Neelkamal	Plastic	10 Nos
30	Mop Wiper	Inuvik	Wet & Dry Cotton Pad	15 Nos
31	Dusting Cloth	-	Colourful	50 Nos
32	Tile Cleaner	Roof Cera Clean (TT16)	-	10 Ltr