



# INSTITUTE OF ECONOMIC GROWTH

University Enclave, University of Delhi (North Campus), Delhi-110 007, INDIA

F. No.: IEG/Maint./Res.Bldg./12

Dated: - 04-12-2025

## Notice Inviting Quotation for “Providing and Fixing of New Door and Windows in Backyard Area of Quarter No. A-03 at IEG Delhi.”

The Institute of Economic Growth (IEG) is an autonomous, multidisciplinary Centre for advanced research and training in the fields of economics, demography and sociology. It is recognized as such by the University of Delhi.

IEG invites sealed quotations for the above-mentioned work as per Annexure-1 & 2 enclosed to this notice. The sealed envelope containing the quotation should bear the mark “Providing and Fixing of New Door and Windows in Backyard Area of Quarter No. A-03 at IEG Delhi”, must be addressed to the **Programmer & Maintenance In-charge, Institute of Economic Growth, University of Delhi Enclave, North Campus, Delhi-110007**. The sealed envelopes complete in all respects must be dropped-in the **Tender Box** kept in the Reception Counter of the Institute on or before **12.12.2025 at 15:00hrs**.

### **A. Documents to be enclosed with Annexure-1 & 2:**

- 1) Self-certified copy of PAN Card.
- 2) Self-certified copy of GST Registration Certificate (if applicable).
- 3) Self-certified copy of Work Order/Completion/experience certificate of having executed similar type of works (if applicable).

### **B. Terms & Conditions:**

- 1) The interested contractor/dealer/vendor may visit the site on any working day (before 12.12.2025) between 10 a.m. to 5 p.m. by contacting the Programmer & Maintenance In-charge.
- 2) The time limit for Execution of work is 15 days.
- 3) Conditional quotations will not be accepted. In case a conditional quotation is received, IEG will not be bound to those conditions.
- 4) One quotation per envelope will be considered. Two or more quotations in one envelope will be rejected.
- 5) Unsigned quotations and documents will be rejected. Please submit the quotation with an offer letter on Company/Firm's letter-head.
- 6) Applicable taxes will be deducted as per prevailing rates and as per notification of the Govt. of India.
- 7) The contractor/dealer/vendor will be responsible for the safe supply and installation of the items at the required sites of IEG on their quoted price only. No extra amount will be paid for the transportation/cartage and/or installation.
- 8) By submission of quotation it will be assumed that the contractor/dealer/vendor have visited the site, fully aware of all the requirements of work and willing to execute the work as per the satisfaction of Programmer & Maintenance In-charge, IEG.

**Programmer & Maintenance In-charge**

**Institute of Economic Growth**  
 University of Delhi Enclave, North Campus, Delhi-110007.

Annexure-1

**Quotation Form**

Sl. No.	Descriptions	Information to be filled by the tenderer (if required separate sheet may be enclosed)			
1.	Name of the contractor/dealer/vendor and address with complete contact details (Enclose self-certified proof of address)				
2.	GST No. / Certificate (Enclose self-certified copy of the Regn. Certificate, if applicable)	No.:			
3.	PAN No. (Enclose a self-certified copy of the Regn. Certificate)	No.:			
4.	Experience in execution of similar type of work (if applicable, please enclose the List of major clients, i.e., Annexure-ii)	Nos. of years:			
5.	Quotation for the work as per the unit and estimated quantity:				
Sl. No.	Item	Unit	Estimated Qty.	Rate	Amount (In Rs.)
1)	Providing and fixing aluminium powder-coated window (3 track, 2 glass sliders and 1 mesh slider), including fixing of 5 mm thick clear glass panel securely fitted within the frame, complete with necessary fittings such as handles, tower bolts, hinges, screws, snap bidding, rubber beading, and sealant, locks, rollers, etc., as required fittings as required. (Size of the window 4 ft. x 4 ft.) <b>02 nos. windows</b>	Sqft.	32		
2)	Providing and fixing aluminium powder-coated door frame with shutter, with 5mm glass panel and fittings such as handles, butt hinges, tower bolts, hinges, and locks as required. (Size of the door 7 ft. x 4 ft.)	Sqft.	28		
3)	Providing and fixing aluminium powder-coated ventilator window of size 10.5 ft. x 2.0 ft., fabricated from standard extruded aluminium sections of approved make and shade, including fixing of 5 mm thick clear glass panel securely fitted within the frame, complete with necessary fittings such as handles, tower bolts, hinges, screws, rubber beading, and sealant, etc., as required. The work includes all materials, labour, tools, and incidental charges for proper installation, alignment, and finishing, complete in all respects.	Sqft.	21		
4)	Providing and constructing half brick masonry in cement mortar 1:4 (1 part cement: 4 parts fine sand) below two windows up to a height of 1.20 m, including all materials, labour, scaffolding, curing, finishing with cement plaster, application of wall putty, one coat of primer, and two coats of paint with existing matching give an even shade complete.	Sqm.	05		
5)	Providing and fixing of SS grills for two windows and 1 door SS grill ventilation shutter door with complete fittings.	Sqft.	60		
6)	Removing the old panel wooden partition, two windows and ventilation portion and removing two doors and other etc. removable item.	L.S.	01		
	<b>*Note: Aluminium of 16 gauge may be used for above mentioned work, wherever required.</b>				

	<i>*Note: Color of aluminium section is "IVORY"</i>				
			<b>Total:</b>		
			<b>GST:</b>		
			<b>Grand Total:</b>		

Signature of the contractor/dealer/vendor  
With Seal/ Stamp (if any) & Date

**Institute of Economic Growth,  
University of Delhi Enclave, North Campus,  
Delhi-110007**

**Annexure-2**

**List of major clients in support of Experience of execution of similar type of work:**

<b>Sl. No.</b>	<b>Name of client with contact details</b>	<b>Nature of Works</b>	<b>Period</b>	<b>Contract Value</b>
1.				
2.				
3.				
4.				
5.				

Copies of relevant work order/ experience certificate are to be enclosed in support of above information.

**Signature of the contractor/dealer/vendor  
With Seal/ Stamp (if any) & Date**