



RESIDENCE HALL (छात्रा वास)  
लेडी श्री राम कॉलेज फॉर वुमन  
**LADY SHRI RAM COLLEGE FOR WOMEN**  
(UNIVERSITY OF DELHI) (दिल्ली विश्वविद्यालय)

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Date: 14.11.2025

Ref. no.: R+R work/Hostel/LSR/11/2025/003

**NOTICE: Residence Hall, Lady Shri Ram College for Women**

Sealed quotations are invited for the removal of old and installation of new glass panes at designated windows in the Hostel of Lady Shri Ram College, Lajpat Nagar IV, New Delhi – 110024. Prospective vendors may fill the BOQ given in page 2 and may visit the Hostel on the 17<sup>th</sup> of November between 10 AM and 12 PM.

**KINDLY NOTE**

1. All sealed envelopes bearing quotations are to be super-scribed with "Removal of old and installation of new glass panes".
2. They are to be sent by registered post/ speed post to  
**The Warden,  
LSR Residence Hall (Hostel),  
Lady Shri Ram College for Women,  
Lajpat Nagar IV  
New Delhi – 110024**
3. All quotations should reach the above address by **29<sup>th</sup> of November, 2025, 1700 hrs.**
4. The unit rate of each item should be quoted without GST and the GST slab/ rate should be mentioned in the respective columns.
5. Any rate quoted by the vendor for an item without mentioning GST slab, the quoted rate for that item will be considered GST inclusive.
6. Vendors who are applying for this job must have GSTIN registration and GSTIN number is to be mentioned on the quotation.
7. The Warden and Hostel Committee may accept or reject any or all quotations in part or full without assigning any reason.
8. The Warden and the Hostel Committee reserves the right in splitting the items to two or more vendors for placement of order.
9. Full and final payment through RTGS/ NEFT, only will be made after successful completion of the job described in this notice, after a completion certificate has been issued by competent authorities.

*Ujjayini Ray*

Ujjayini Ray  
Warden  
LSR Hostel

*Kanika*

Prof. Kanika Ahuja  
Principal Acting  
Lady Shri Ram College



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Page 2

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To,  
The Principal (Acting)  
LSR College  
Lajpat Nagar IV  
New Delhi- 110024

Date:

Rates for Removal of old and installation of new glass panes in the Hostel.

BOQ

S. No	Description of job	Qty	Rate	Total Amount without GST	GST rate	Total Amount including GST
1	Removal of old and installation of new glass panes with putty & nails wherever necessary including racking out the old putty. <u>Glass thickness = 4 mm</u> Deluxe Corridor 6 x 4 ft - 1 quantity Upper Ash 6 x 4 ft - 1 quantity Upper Ash 11 x 4 ft - 1 quantity Repair to plaster & putty complete	92				
	<b>GRAND TOTAL</b>					

Name of Contractor:  
Address:  
Email ID:  
Contact No.  
GST Number:  
PAN number:



Signature of Contractor with contractor stamp



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**Additional terms & conditions (to be noted and agreed to by all vendors working in the LSR Hostel).**

All vendors given a contract with the LSR Hostel will have to abide by the following:-

1. Allow all raw materials to be inspected by competent authorities appointed by the Warden.
2. Understand that no advance will be given and the only payment will be full & final.
3. May use water and electricity provided by the Hostel at no additional charges.
4. Must make provisions for clearing out broken glass, furniture, old fibre sheets, debris, garbage etc. at no extra cost to the Hostel and must keep the surroundings clean.
5. Will finish the job within 20 days of the work order being issued. Some extension in days may be considered on a case to case basis.
6. Will employ labour who will be restricted to the Hostel & not move around the College. No drinking & smoking is allowed in the College premises.
7. All specifications mentioned in the quotation must be met. If not, the Hostel reserves the right to cancel the work allotted immediately.

Contractor Name:

Address:

Phone No.:

Email:

**Contractor Signature with stamp**

