

Indira Gandhi Medical College & Research Institute

(Government of Puducherry Institution)

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No.8379/IGMC&RI/ADMN-Pur/A5/Hostel repairing furniture /2025/250 Dated the

Calling for Quotation

23 JAN 2025

Sub: IGMC&RI- Repairing works of furniture – Reg.

It is proposed to repair the following Woden and Steel furniture available in this institution. Therefore, quotations are invited from the firms/workshop dealing with woodern and furniture work to attend the work at the lowest possible rate. The hard copy of the quotation shall be addressed and submitted to **the Director, IGMC&RI**, Puducherry, in a duly sealed cover so as to reach this office **on or before 07.02.2025**

Boys Hostel 'B' Block

Sl. No	Name of the Items	Types of repair	Requirement Qty	Rate per Items Rs.	Remarks
1	Steel Cot	Welding, Painting and bottom bush change	11 Nos		
2	Steel Almirah	Painting and lock repairing	9 Nos		
3	Steel Chair	Welding and painting work	7 Nos		
4	Steel table with Mica top	Lock repairing, replacement of mica and painting works	20 Nos		

Girls Hostel 'B' Block

Sl. No	Name of the Items	Types of repair	Requirement Qty	Rate per Items Rs.	Remarks
1	Steel Cot	Welding and Painting work	10 Nos		
2	Steel Almirah	Painting and lock repairing	2 Nos		
3	Wooden Table	Repairing and replacement of lock	27 Nos		
4	Steel table with Mica top	Lock repairing and replacement of mica and painting works	7 Nos		
5	Steel Table	Welding, lock repairing and Painting works	7 Nos		

Terms and conditions

1. Rate should be inclusive of all taxes.
2. The rates once quoted and approved will be final and no revision in rates will be allowed.
3. Work should be completed within 30 days from the date of receipt of our work order.
4. The quotation should be based strictly on the specification.
5. The quotation shall contain the GST Number, Contact Phone Number & E Mail I.D.
6. The rate quoted shall be valid till **31.03.2025** if further Order placed for further requirement if any.
7. The quotation cover should be properly sealed with postal address and superscribed **"Repairing work for furniture" and the Cover shall be dropped in the tender Box kept at the Despatch Section.**
8. The quotations received will be opened by 11.00 A.M on 10.02.2025, in case, quotation Opening date falls on Public Holiday, the quotation will be opened on the next working day.
9. **The prospective bidders/quoters are invited to inspect the furniture to be repaired at our office during working hours.**

// BY ORDER//

Yours faithfully,

ADMINISTRATIVE OFFICER

To:

1. The Programmer, IGMC&RI, Puducherry-with instruction to upload in our official Web-Site and Central Procurement Portal for compliance report.

Copy to:

1. The Officer-in-Charge (Central Stores), IGMC&RI, Puducherry