

Indira Gandhi Medical College & Research Institute

(Government of Puducherry Institution)

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Email: puducherrymedicalcollege@gmail.com, Web:www.igmcri.com

No.8379/IGMC&RI/ADMN-Pur/A5/Stores/repairing furniture /2024 /1438 Dated the

Calling for Quotation

18 APR 2024

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 Concerning 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 03.05.2024**

Girls Hostel

SI No	Name of the Items	Types of repair	Requirement Qty	Rate per Items Rs.	Before quote the rate you must inspect the Items
1	Wooden Table	Repairing and polishing work	39 Nos		
2	Steel Table Mica top	Fix new mica and painting work	8 Nos		
3	Steel Cot	Repairing and painting work	31 Nos		
4	Small Steel table	Repairing and Painting Works	7 Nos		
5	Steel Almirah	Repairing and Painting works	6 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 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.**
7. The quotations received will be opened by 11.00 A.M on 04.05.2024, in case, quotation Opening date falls on Public Holiday, the quotation will be opened on the next working day.

// BY ORDER//

Yours faithfully,

[Signature]
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