

BY COURIER

F.No.1/2/2010-A&G

Date:18.08.2010

To

Subject : Procurement of furniture for canteen of Doordarshan Bhawan on urgent basis.

Sir,

This Directorate intends to purchase furniture items for its canteen in Doordarshan Bhawan as per specifications mentioned in the quotation form (Annexure). If you are interested to supply the required furniture items, you may submit your quotation in the prescribed proforma at 'Annexure'. The quotation should be submitted in a sealed envelop superscribed as "Quotation for procurement of furniture and furnishing items" in A&G Section in Room no. 222 by 11.00 A.M. on 31.08.2010. The quotation should be accompanied by an earnest money deposit of Rs.5,000/- in the form of a Bankers cheque/Demand Draft/Pay Order drawn in favour of "PBB CI, DG: Doordarshan, New Delhi".

2. The quotation shall be opened at 11.30 A.M. on the same day, i.e. 31.08.2010 when you may be represented. The quotations not accompanied by earnest money deposit and/or not submitted by the scheduled time and date, shall not be considered at all. Further, this Directorate reserves the right to cancel this tendering process without assigning any reason, whatsoever.

Yours faithfully,

(Sunita Bharal)
Dy. Director (Admn.)

Copy to :

NIC with the request to up-load the above quotation on the official web-site of DG: Doordarshan.

Annexure to letter no. 1/2/2010-A&G dated 18.08.2010

QUOTATION FORM

S.No.	Item	Qty.	Unit Price	Amount
1.	Canteen Lunch Table (Rectangular Shape) Made of 25 mm Micro-density fibre duly laminated with 1 mm greenlam laminate with edge bending, iron base duly chrome in best finish, colour white cedar – Size : 60" x 30" x 30"	12		
2.	Canteen Lunch Table (Round Shape) Tables round in shape to be used in open area made of 25 mm Micro-density fibre duly laminated with 1 mm greenlam laminate with edge bending, iron base duly chrome in best finish, colour white cedar – Size : 36" x 36" x 36"	08		
3.	Canteen Lunch Table ("U" Shape) Tables in "U" shape to be used alongside the walls made of 25 mm Micro-density fibre duly laminated with 1 mm greenlam laminate with edge bending, iron base duly chrome in best finish, colour white cedar – Size : 42" x 30" x 36"	06		
4.	Canteen chairs with standing base, duly chromed with pure wooden seat of 12 mm duly compressed and polished in white cedar & round shape	40		
5.	Canteen chair adjustable with standing base, duly chromed with pure upholstered seat with hydraulic cylinder for the seat height adjustment	16		
			Total	

TAXES, IF ANY – TO BE SPECIFIED _____

Signature & Stamp of the Firm.

