

## DIRECTORATE GENERAL OF HOME GUARDS

F.No.GS:42(781)/2009/CDHG/

9687 - 9713

Dated: 26/12/16

To,

Server Room

**Sub:-** Quotation for Repair of Furniture

Sir,


1. sealed quotation is invited for the Repair of the following furniture items, held by this Directorate General on credit basis:-

| S. No. | Description / Type of Repair Work                           | Qty.    |
|--------|---|---------|
| 1.     | Replacement of seats of chair steel with Arms/ without arms | 100 Nos |
| 2.     | Replacement of backs of chair steel with Arms/ without arms | 100 Nos |
| 3.     | Replacement of strip of chair steel with Arms/ without arms | 200 Nos |
| 4.     | Replacement of Arms of chair steel                          | 200 Nos |

**Note:** The Qty. for repair of the furniture items may be increased or decreased as per actual requirement of this Directorate General. The furniture items may please be seen in the **MAIN STORE** during any working day i.e. Monday to Friday between – 10 Am to 5 Pm.

2. You are requested to forward your sealed quotation in the name of **O.S.** with an inscription on the envelope " Quotation for Repair of furniture items.
3. You are requested to forward your quotation along with earnest money of Rs. 2000/- (Rupees Two thousand only) in the form of Demand Draft of any scheduled bank, in favour of DDO, Directorate General of Home Guards Delhi latest by 3: 00Pm on 09/01/2017.
4. Rate of Service Tax / Vat etc. should be mentioned clearly.
5. The rates should be inclusive of cartage etc.
6. You are requested to forward your rate quotation latest by 3:Pm on 09/01/2017 and the same will be opened at 3.30 Pm on the same day. The tenderers or their authorized representatives will be allowed to be present at the time of opening the quotation.
7. The supplier / vendor should have PAN No. and the following bank details are to be provided at the time of submitting the bill in triplicate i.e. Bank A/C No. mentioned in cheque book, MICR code, IFSC/RTGS code. (Copy of cancelled cheque may be provided)
8. The DGHG reserves the right to reject any bid or cancel all quotation without assigning any reason thereof.

Yours faithfully,



(S.K.SHOKEEN)  
JSO(HG)

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