

No. 6-Stores/NCDC/ Annual Tender/ Furniture Repair / 2015-16
GOVERNMENT OF INDIA
NATIONAL CENTRE FOR DISEASE CONTROL
(DIRECTORATE GENERAL OF HEALTH SERVICES)
22-SHAM NATH MARG, DELHI-11005

Dated: 17-12-15

To

Dear Sir/Madam,

Please let this office know if you can repair the items (**List attached**), if so, please send your quotations giving in full specification and other terms & conditions of delivery etc. The quotation which could remain valid for at least 6 months may be sent in double cover duly was sealed and prominently subscribed '**Quotation for Furniture & Spray Painting of items etc. No.6-Stores/NCDC/ Annual Tender/ Furniture Repair/2015-16.**

- a) Proof of Registration of Firm with any Govt. Depts/PSU Organisation duly attested by gazetted Officer.
- b) Bidder should have its own manufacturing facility/Commercial establishment for the furniture. Vendor should enclose manufacturing license from the Govt. (MCD/NDMC).
- c) Proof of three Annual Maintenance Contract with the Govt. Ministry/Deptts/reputed PSU etc. with satisfactory report not less than 2.00 Lacs of each work (Work Order with Performance/completion report should be enclosed).

The quotation should be addressed to the chairperson, Purchase Committee, NCDC, 22-Sham Nath Marg, Delhi-110054 and should reach this office on or before 15-01-16 till 11 A.M.

The quotations which are not received duly sealed, mentioning this office letter number and last date of receiving will not be accepted. **Sales Tax Registration Certificate & copy of PAN Card** must be enclosed with the quotation. The firm has to ensure that sealed quotations have been put in Tender Box kept in Store Section after making proper entry in register. A copy of Performa of "Information required for submitting Tender Enquiry/Quotation for NCDC, Delhi" is also enclosed herewith.

Yours faithfully

Encl: Annexure-I, list of items & copy of
Performa of "Information for Tender
Enquiry"

(PANKAJ KUMAR)
STORES OFFICER
For Director