

PRASAR BHARATI
INDIAN'S PUBLIC SERVICE BROADCASTER
OFFICE OF THE ADDL. DIRECTOR GENERAL, ENGG (EAST ZONE)
ALL INDIA RADIO & DOORDARSHAN
18/3, U.S.SARANI, GOLF GREEN :: KOLKATA - 95
CAMP - DDK, GUWAHATI

No. IO/HPT-GHY/DTT/17-18/S-10

Date 08/01/2018

To
M/s

~~(As Enclosed)~~

Sub : Supply of Glow Sign Board for DTT at HPT, Guwahati.

Sir,

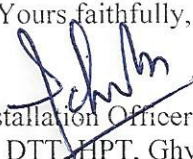
Please furnish your quotation for the stores/materials/equipments mentioned in the enclosed sheet. The rates should be given in figures as well as in words.

1. The quotation should be in a cover that should be properly sealed with wax/ temper proof material and should be sent to the **address as below**. The tenderer should clearly give the description of stores, maker's name, and specification vis-à-vis requirement of this office, terms and condition of payment, validity of tender, delivery period. The quotation should be submitted in the printed letter head showing name, full address, telephone/fax/e-mail of the firm along with the pad of quotation attached herewith. The tenders should be submitted within 12 P.M on or before **22/01/2018**

The quotations must have the following details subscribed on the cover.

- a) Reference to this letter.
 - b) Materials for which the quotations are enclosed.
 - c) Date of opening.
 - d) Name and address of the firm.
2. The quotations will be opened at office of Doordarshan Kendra Guwahati, Assam by the undersigned at 3 P.M on **22/01/2018** in presence of such tenderer or their representative who may choose to attend.
3. The validity of the tender should be a minimum of 90 days from date of the opening.
4. The quotation should strictly conform to the specification and comply with the terms and conditions for submission of quotations.
5. Details literature, drawing operational manuals etc. as applicable for the item offered should be enclosed along with the quotation.
6. Duly **stamped** self attested copy of the following should be submitted along with the quotation
(i) GSTIN No. (ii) PAN (iii) Trade License (iv) Professional Tax Receipt (v) Suitable documents in support of credential of the firm etc. (vi) Related HSN code / SAC code is to be mentioned
7. Supply are to be completed within **30** days at **DDK, Guwahati.**
8. The Addl. Director General, Engg (EZ), AIR and Doordarshan, Kolkata reserves the right to reject any or all tenders without assigning any reasons thereof.
9. No. advance payment will be given.
10. The quotations submitted without proper wax/temper proof seal will be rejected.
11. Interested bidder may also collect tender documents from undersigned during office hours.

Yours faithfully,


Installation Officer
DTT, HPT, Ghy
Doordarshan Kendra
R.G.Baruah Road
Guwahati - 781024.

ENQUIRY DETAILS

No. IO/HPT-GHY/DTT/17-18/S-10

Opening Date: 22/01/2018

Date 08/01/2018

Sub : Supply of Multi Lingual Glow Sign Board – 4 Nos. for DTT at HPT, Guwahati.

Description of stores	HSN / SAC code	Qty	Rate	Amount	Taxes Type & Rate	Tax Amount
<p>Description of Item/ supply : Glow Sign Board (Tri Lingual). Made of G I Sheet Box, Inside lighting System by best quality LED lights, Front fecia Blue base with white letter in “ASSAMESE, HINDI & ENGLISH “ with “LOGO” of AIR & DD as applicable SIZE : 1) 8' x 4' = 32 Sq Ft. – 1 no. 2) 8' x 3' = 24 Sq Ft. – 1 no. 3) 11' x 2' = 22 Sq Ft. – 1 no. 4) 4' x 2' = 08 Sq Ft. – 1 no. TOTAL = 86 Sq Ft (Specimen copy of contents on sign boards may be collected during office hours)</p>		86 Sq Ft (4 nos Glow sign Board)				

NOTES :

1. Quotation must accompany with the offered product literature.
2. Quotation should be submitted in firms printed letter head.
3. Quotation should be properly signed by proprietor with rubber stamp.
4. Validity of tender should be clearly mentioned.
5. Rate of Taxes and any other charges should be mentioned separately & clearly.