

# CENTRAL INSTITUTE FOR COTTON RESEARCH

POST BAG NO 2, SHANKAR NAGAR POST OFFICE NAGPUR - 440 010

Phone: 957103 - 275536, 38, 49 Fax: 91- 957103 – 275529

{Location; Near Indian Oil Depot, Panjari, Wardha Road, Nagpur – 441 108}

F. No. (53) St/Modular Cabins/A&A /Plan/2008-09

Date: 07.05.2009

Sub: Quotation/Proforma Invoice for the purchase of fabricated module furniture- reg.

Sir,

Kindly arrange to send the Quotation/Proforma Invoice for the purchase of fabricated modular furniture on the terms & conditions given below.

The details are as below:

| Sr. No.             | Particular   | Rate in Rs. | Reqd Qty | Amount (in Rs.) |
|---------------------|--|-------------|----------|-----------------|
| 01.                 | A) Cubical for section head:<br>Providing 70mm tile based system of height 1200mm with metal tile below work surface along with one white board and one tackable tile per person with 25mm thick 1500X600mm worksurface with necessary hardware fittings with keyboard pull out tray and CPU Trolley.:                 | @ Rs.....   | One      | Rs.....         |
|                     | B) 2 drawer pedestal:  | @ Rs.....   | One      | Rs.....         |
|                     | C) Worksurface of size 1500X 600 for Staff:<br>Providing 70mm tile based system of height 1200mm with metal tile below work surface along with one white board and one tackable tile per person with 25mm thick 1500X600mm work surface with necessary hardware fittings with keyboard pull out tray and CPU Trolley.: | @ Rs.....   | Eight    | Rs.....         |
|                     | D) 3 drawer Top supporting Pedestal:   | @ Rs.....   | Eight    | Rs.....         |
|                     | E) Vertical sliding door unit (VSDU2: 735mmH):   | @ Rs.....   | Nine     | Rs.....         |
| 02                  | F) Vertical sliding door unit (VSDU12: 1200mmH):<br><br>(As per the enclosed diagrams)   | @ Rs.....   | One      | Rs.....         |
| <b>GRAND TOTAL:</b> |  |             |          | Rs.....         |

## Terms & Conditions:

1. The rate/price should be inclusive of all taxes/VAT etc.
2. Quotation/Proforma invoice may be submitted in this office on or before 26.05.2009.
3. The above furnitures may be fabricated within 45-60 days from the date of work order.
4. The payment will be made within 20 days after delivery of the materials.
5. Other terms and conditions if any may be stated.

Encl.: Two Diagrams

Administrative Officer

