

**Sub:** Enquiry – calling sealed quotations for repair of sofa sets – Reg.

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Sirs,

Sealed quotations are invited for repair of sofa sets as per the details given below:

Sl. No.	Description of the item / nature of repair work to be attended	Qty.	Unit rate (Rs)	Total amount (Rs)
1.	<b>3 seater sofa</b> : Replacement of foam and rexine	15		
2.	<b>Single seater sofa</b> : Replacement of foam and rexine	20		
			Total	

- The bidder should inspect the above sofas presently available in the VIP rooms of NIRDPR Guest Houses before quoting the rates.
- The rates quoted shall be inclusive of manpower, cost of the material, all taxes, incidental charges if any etc. The bidders should attend the repair work at the premises of the Institute.
- The bidder should enclose Demand Draft for Rs.2,000/- (Rs two thousand only) in favour of "NIRD&PR" towards EMD drawn on any commercial bank at Hyderabad and the same should be attached to the quotation. EMD will not carry any interest whatsoever. Any quotation received without valid DD will be summarily rejected.
- The sealed quotation duly marked on the cover as "quotation for repair of sofas" so as to reach the undersigned on or before 23.10.2017 for taking further necessary action at our end.

Yours faithfully,

ASST. REGISTRAR (T)