

No. 9/5 /2011-Admn. III  
Government of India  
Ministry of Power  
Admn. III-Section

SPEED POST

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Shram Shakti Bhawan, Rafi Marg  
New Delhi, dated 21.02.2011

To,

As per list enclosed

Subject: quotation for (i) dry cleaning of Sofa set, all kinds of cushion chairs, carpet, venation/horizontal blinds and (ii) washing of towels, bed sheets etc. –regarding.

Sir,

Quotations are invited for dry cleaning work of Sofa sets, chairs, carpet, blinds etc and for washing of towels /bed sheets etc. in the office rooms located at Shram Shakti Bhawan and Nirman Bhawan premises of this Ministry. Rates for the above mentioned works may be quoted in the prescribed proforma (enclosed). The quotation should be addressed to the Under Secretary (GA), Ministry of Power, Government of India, Room No. 22, Shram Shakti Bhawan, Rafi Marg, New Delhi: 110001 and must be dropped in the tender box kept at gate No. 5, of Shram Shakti Bhawan latest by 3.00 PM on 28.02.2011. The quotation will be opened on the same day at 4.00 PM in room No. 22. Representative of the firms may be present at the time of opening of the quotations.

2. Interested firms are to enclose Earnest Money of Rs. 2000/- (Rupees two thousand only) in the form of crossed Demand Draft in favour of the PAO, Ministry of Power, New Delhi along with the quotation. The quotations without earnest money shall be summarily rejected without assigning any reason.

3. The office reserves the right to select or reject any quotation at any stage. Successful firm has to deposit performance security of Rs. 3000/- in the form of demand draft or fix deposit, which will be returned to the firm after 60 days <sup>d</sup> successful completion of the contract.

Yours faithfully,

  
(P.K. Singh)

Section Officer  
Tele. No. 23358267