

M/s. \_\_\_\_\_

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Subject: **Quotations for re-filling of fire extinguishers in the UGC office.**

Sir,

I am directed to invite sealed quotations for the re-filling of fire extinguishers installed in the UGC Main Office at Bahadur Shah Zafar, New Delhi-110 002 and its branch office at 35-Feroze Shah Road, New Delhi-110 001 as per terms and conditions given below:

1. The total number of fire extinguishers in different sizes is 73. 70 nos. fire extinguishers are installed in the UGC Main Building at Bahadur Shah Zafar Marg, New Delhi and remaining 3 nos. at its branch office at 35-Feroze Shah Road, New Delhi.
2. The rates should be quoted as per details given in Annexure –I.
3. Over-writing must be avoided, otherwise quotation is liable to be rejected.
4. Sealed quotations properly superscribed as “Quotation for refilling of fire extinguishers” addressed to Mr. R.C. Kandra, Under Secretary, University Grants Commission, New Delhi-110 002 should reach the UGC office in Room No. 205 latest by 11<sup>th</sup> November, 2005.
5. The PAN number of the firm may be indicated. The quotations of the firms who do not have PAN number will not be considered.
6. The Secretary, University Grants Commission reserves the right to accept or reject any of the tenders without assigning any reason thereof.

Yours faithfully,

**(R.C.Kandra)**  
Under Secretary

Encl: As above.

**Annexure-I**

**UNIVERSITY GRANTS COMMISSION**

**DETAILS OF ITEMS AGAINST WHICH THE RATES ARE TO BE QUOTED BY THE TENDERERS FOR THE RE-FILLING OF FIRE EXTINGUISHERS IN THE UGC MAIN OFFICE AT BAHADUR SHAH ZAFAR MARG AND ITS BRANCH OFFICE AT 35-FEROZE SHAH ROAD, NEW DELHI.**

S.No.	PARTICULARS	CAPACITY	QTY.	RATES QUOTED	TOTAL AMOUNT
1	Soda Acid Type	9 Ltrs.	11 nos.	Rs..... each	Rs.
2	Water Co Type	9 Ltrs.	10 nos.	Rs..... each	Rs.
3	Hallon Type	600 gms.	10 nos.	Rs.....each	Rs.
4	Co Gas Type	2.5Kg.	17 nos.	Rs.....each	Rs.
	“	3.5 Kg.	11 nos.	Rs..... each	Rs.
	“	4.5 Kg.	12 nos.	Rs.....each	Rs.
	“	07 Kg.	02 nos.	Rs.....each	Rs.
		Total:	<b>73 nos.</b>		Rs_____