



प्रसार भारती / PRASAR BHARATI  
(भारतीय लोक सेवा प्रसारक/INDIA'S PUBLIC SERVICE BROADCASTER)  
दूरदर्शन केन्द्र / DOORDARSHAN KENDRA  
हैदराबाद / HYDERABAD - 500 013..



il : [sgeddh@yahoo.com](mailto:sgeddh@yahoo.com) / [sgeddh@gmail.com](mailto:sgeddh@gmail.com)

Telefax : 040-7038649

No.1(2)2018-E/TVH

Date : 08.06.2018

Sub :- Repair/ Replacement/ Cleaning of Window Glass and Handles – Reg.

Sir,

This office is interested to complete the following job works mentioned below and invite your quotations.

Description	Qty.
1). Replacement of Window Glass 4' x 1.5' x 73"	- 438 Sq ft
2). Cleaning of Window Glass	- 349 No.s
3). Replacement of Window Handles	- 44 No.s

1). The quotation should specifically mention delivery date, make, terms and conditions of supply. The prices should be firm and given as under  
(a). Prices quoted should be for F.O.R. Station of destination and inclusive of charges as packing, customs etc., wherever is applicable i.e. the place of delivery.  
**at Doordarshan Kendra, Ramanthapur, Hyderabad.**

2). Payment will be made by through on line payment in the name of the firm.  
a). Three copies of the bill/ credit invoice duly certified. b). Stamped pre-receipt. c). Tin/ PAN/ GST number must be available on the bill. d). ECS mandatory form signed by firm. e). **It is mandatory to venter to mentioned GST No.36AAAJPO288R2ZF of PBI, DDK, Hyderabad in your bill for the payments.**

3). The quotation should be sent in a sealed cover addressed to the undersigned, by name, so as to reach on or before 22.06.2018 at 2.30 P.M.  
THE COVER SHOULD BE SUPERSCRIBED WITH THE FOLLOWING :  
(a). Material/ works for which quotations are enclosed.  
(b). Reference to letter enquiry.  
©. Due date of opening quotation.

4). The date should be extended the quotations will be opened in this office **at 3.00 PM on 22.06.2018** in the presence of tenderers or their agents such as they may choose to attend.

5). Quotations not properly superscribed will not be considered.

6). The quotations submitted should remain open for acceptance for a period of ninety days from the date of opening.

7). Please indicate in your quotation, your permanent Income Tax Account Number and Income Tax Circle.

8). **RIGHT OF ACCEPTANCE** : The undersigned reserves the right to reject the lowest tender or all the tenders without assigning any reasons whatsoever. Further, the undersigned reserves himself the right for decreasing the quantity of materials tendered depending upon the actual requirements. The unit rate quoted on the tender shall be applicable for the quantity for which the order is placed.

9). Validity : Quatations should be valid for 90 days.

10). Delivery Period : Should be with in a week from date of receipt of the order.

Yours faithfully,

( P. SATYANARAYANA )  
ASST. ENGINEER  
For Dy. DIRECTOR GENERAL (E)