



Indira Gandhi National Open University
IGNOU Regional Centre Delhi-1, NCT of Delhi
Plot.No.J2/1, Block-B-1, Mohan Cooperative Industrial Estate
Mathura Road, New Delhi-110044
Tel: 011-26990082, 26990083 Fax: 011-26990084
Email: rcdelhi1@ignou

No. IG/RCD-1/AMC for AC's/2014/2202
Dated:-14.05.2015
-15

To

M/S.....

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Sub: **Annual Maintenance Contract of Air Conditions.**

Sir,

In continuation our letter no. IG/RCD-1/AMC for Ac's/2014/1009 dated 21.04.2015 the Sealed quotations are invited for Annual Maintenance Contract of Air Conditions installed at our **IGNOU RC Delhi-1, J-2/1 Block B-1 Mohan Estate, Mathura Road, New Delhi-110044**. The details of AC's are as under :-

S.No.	Descriptions	Model No.	Qty.
1.	VOLTAS Split AC 2 Tonne	VISION AIR Split AC-2010	02
2.	VOLTAS Split AC 1.5 Tonne	VISION AIR Split 5AC-2010	06

1. The rates quoted shall be inclusive and exclusive of spare parts of AC's separately.
2. Indicate break up of Taxes /Vat etc.
3. IGNOU reserves the right to accept or reject any tender without assigning reason thereof.

You are requested to send Your quotation to the undersigned by 22.05.2015 at 5.00 pm. Please **Write "Quotation" for Annual Maintenance contract of AC on the envelope.**

Yours sincerely,

Manju Kalra
14/5/15
(Manju Kalra)

Section Officer