

D-14019(1)/2010-GA
Government of India
Ministry of Micro, Small and Medium Enterprises

Udyog Bhavan, New Delhi
5th March, 2010.

Subject: Annual contract for dry cleaning of sofa sets, chairs, carpets, curtains, Blinds, vacuum cleaning and floor tiles cleaning and polishing etc. in the Ministry of MSME for the year 2010-11.

Sir,

I am directed to invite rate quotations for award of annual contract for dry cleaning of sofa sets, chairs, carpets, curtains, blinds, vacuum cleaning and floor tiles cleaning and polishing etc. in the Ministry of MSME for the year 2010-11 (w.e.f. 1st April,2010 to 31st March,2011) . You are therefore requested to give your rates for the item of work indicated below :-

Item of Work	Rate(Rs.)
Carpets dry cleaning	per sq. ft.
Sofa set (5 seater) dry cleaning	per seat
Executive and visitor chair	per chair
Curtains (door & window)	per panel
Blinds	per strip
Vacuum cleaning (carpet)	per sq. ft.
Vacuum cleaning (full room)	per sq. ft.
Floor Tiles Cleaning & Polishing	per sq. ft.

Taxes if any must be quoted failing which no amount would be paid towards Tax. The cleaning of carpets and sofa sets will be done in the office premises only. The contract would be for one year w.e.f 1st April, 2010 but can be terminated at any point of time if the services are not found satisfactory without assigning any reason. It will be solely on the discretion of the Ministry.

You may, therefore, if intersted, send your quotation to the Under Secretary (GA), Ministry of MSME, Room No. 356-A, Udyog Bhavan, New Delhi-11 latest by 4.00 P.M. on 17th March,2010 along with earnest money deposit of Rs. 5,000/- (Rupees Five thousand only) in the form of Demand Draft in favour of DDO, Ministry of MSME. The quotations will be opened on the same day at 4.30 P.M. in Room No. 356-A, Udyog Bhavan, New Delhi in the presence of such tenders who wish to be present.

Yours faithfully,

S/d-
(P.S. Verma)
Under Secretary to the Government of India
Tel:- 23061636

Copy to: NIC, M/o MSME, Nirman Bhavan for placing the quotation on the web site of the Ministry.