



साहित्य अकादेमी

(राष्ट्रीय साहित्य संस्थान)

रवीन्द्र भवन, 35 फ़ीरोज़शाह मार्ग, नई दिल्ली-110001
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Sahitya Akademi

(National Academy of Letters)

Rabindra Bhavan, 35 Ferozeshah Road, New Delhi-110001
Phone: +91-11-23386626-28, Fax: +91-11-23382428
E-mail: secretary@sahitya-akademi.gov.in
Website: http://www.sahitya-akademi.gov.in

SA.37/Admn./14595

19th August 2019

Sub:- Quotation for refilling of Fire Extinguishers – reg.

Dear Vendor,

The Sahitya Akademi, National Academy of Letters which deals in literature in 24 languages recognized by it and an autonomous organization under Ministry of Culture, Govt. of India to work actively for the development of Indian letters and to co-ordinate literary activities in all Indian languages in India and abroad.

The Akademi proposes to refilling the following Fire Extinguishers with their annual maintenance:

S. NO	PARTICULARS	QTY
1	REFILL OF ABC 2 KG TYPE FIRE EXTINGUISHER (REFILL OF ABC 2 KG STORED PRESSURE TYPE FIRE EXTINGUISHER)	4
2	REFILL OF ABC 5 KG TYPE FIRE EXTINGUISHER (REFILL OF ABC 5 KG STORED PRESSURE TYPE FIRE EXTINGUISHER)	12
3	REFILL OF CO2 4.5 KG TYPE FIRE EXTINGUISHER (REFILL OF CO2 4.5 KG TYPE FIRE EXTINGUISHER)	4
4	REFILL 5 KG CLEAN AGENT TYPE FIRE EXTINGUISHER (REFILL OF CLEAN AGENT 5 KG TYPE FIRE EXTINGUISHER)	1
5	HPT OF ABC 2 KG FIRE EXTINGUISHER (HYDRAULIC PRESSURE TESTING OF ABC 2 KG TYPE FIRE EXTINGUISHER)	4
6	HPT OF ABC 5 KG FIRE EXTINGUISHER (HYDRAULIC PRESSURE TESTING OF ABC 5 KG TYPE FIRE EXTINGUISHER)	12
7	HPT OF CO2 4.5 KG EXTINGUISHER (HYDRAULIC PRESSURE TESTING (HPT) OF CO2 4.5 KG TYPE FIRE EXTINGUISHER)	4
8	HPT OF CLEAN AGENT 5 KG FIRE EXTINGUISHER (HYDRAULIC PRESSURE TESTING OF CLEAN AGENT 5 KG TYPE FIRE EXTINGUISHER)	1
9	HANGING CLAMP FOR FIRE EXTINGUISHERS (SUPPLY OF HANGING CLAMP FOR FIRE EXTINGUISHER)	10

You are requested to submit your quotation/competitive rates including GST etc. (all inclusive) for the above mentioned items. The terms and conditions of procurement are as under:

- Copy of PAN/TAN/GST to be submitted.
- The site may be inspected during the normal working hours 11AM to 5 PM, Monday to Friday.
- Refilling and testing certificate are to be submitted.
- Training to four – six staff members to operate the Fire Extinguisher.
- On acceptance of the quotation the supply is to be made within 30 days' time from the date of issue of work order.

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- vi) The rates quoted shall be valid for a period of six months from the date of acceptance.
- vii) Payment shall be made within 30 working days' time on submission of bill after satisfactory supply/quality assurance alongwith refilling and testing certificate.
- viii) Sealed quotations addressed to Secretary, Sahitya Akademi, Rabindra Bhavan, IInd Floor, 35 Ferozeshah Road, New Delhi-110001 may be sent/submitted within 15 days time from the date of this letter.

Thanking you,

Yours sincerely,

(Baburajan S)

Dy. Secretary I/c Admn.

Matter for website