



साहित्य अकादेमी

(राष्ट्रीय साहित्य संस्थान)

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Sahitya Akademi

(National Academy of Letters)

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31 August, 2016
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Dear Vendor

The Sahtiya Akademi (National Academy of letters), which deals in literature in 24 languages of India recognised by it, has been established by the Government of India as an autonomous organisation under Ministry of Culture to work actively for the development of Indian letters and co-ordinate literary activities in all Indian languages.

The Akademi is in the process of procuring batteries with the following specification on buy back basis as under :-

S.No.	Particulars	Quantity
1	Battery 65 AH Exide Make	08

The quotations/competitive rates for the above mentioned configuration may be submitted fulfilling the following terms and conditions of procurement are as under:-

- copy of authorised dealership of Brand.
- copy of PAN/TAN/Service Tax/VAT
- on acceptance of the quotation the supply & installation is to be made within a weeks time from the date of work order.
- The rates quoted shall be valid for a period of six months
- Certificate of guarantee /waranty
- paymnet shall be made within 30 working days time on satisfactory supply/installation/working of the product.

The quotations addressed to Secretary, Sahtiya Akademi, Rabidnra Bhawan, 35, Ferozeshah Road, New Delhi-1 may be submitted or sent through speed post within 15 days time for the date of this letter.

Thanking you,

Yours faithfully,


(Geetanjali Chatterjee)
Deputy Secretary/ In-charge