



डॉ. पी. शिवस्वरूप
क्षेत्रीय निदेशक
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IG/RC/36/F&E./2016/ 3761
Dated : 06-12-2016

To,

M/s-----

Sub: Requirement of Furniture for IGNOU Regional Centre, Nagpur.

Dear Sir,

This is to inform you that IGNOU is a Central University and one of its Regional Centre is located at Nagpur. We require the following Furniture of Standard company (ISI / ISO) for our office use:

- 1 Big Almirah (Height 6 ft) - 04 Nos.
2. Open Rack on slotted angle iron with 6/7 shelves (Big) - 04 Nos.

Please send your sealed quotation super scribed as " quotation for Furniture" on the top of the envelop in the name of the Regional Director, INDIRA GANDHI NATIONAL OPEN UNIVERSITY, REGIONAL CENTRE, 'GYAN VATIKA' 14 HINDUSTAN COLONY AMRAVATI ROAD NAGPUR – 440033 by 23rd December 2016 positively.

The validity of quotation be at least for 3 months.

No advance will be paid for supply of furniture. The payment will be made to Agency on completion of installation of furniture/equipment and submission of installation report.

Thanking you.

Yours sincerely,

Sivaswaroop
(P.Sivaswaroop)
Regional Director