

SPEED POST

F.No. 04-02/2005-FIU (Admn.).Vol.II
Government of India
Ministry of Finance
Deptt. Of Revenue
Financial Intelligence Unit – India.

6th Floor, Hotel Samrat
Chanakya Puri, New Delhi -110021
Dated : 06 May, 2013.

To,

As per the list of probable vendors.

Subject: **Supply of seven Vertical Filing Cabinets of 4 drawer in Matt Pure Ral White Colour of Godrej Interio Office and one Godrej Small Office Almira in FIU-India Premises, New Delhi.**

Sir,

Sealed quotations are invited from firms for award of supply order for supply of seven Vertical Filing Cabinets of 4 drawer in Matt Pure Ral White Colour of Godrej Interio and one godrej small office almira in office premises at FIU-India office located at Hotel Samrat, Chanakya Puri, New Delhi – 110021.

2. The prospective firms should have at least 2 years experience of supply, maintenance and repair of related items in Government Departments.

3. It is, therefore, requested to send the rates/quotation for the above mentioned items as per the “Appendix A” in a sealed cover so as to reach the office of Assistant Director (Admn.) FIU-India, in Room No. 604, 6th Floor, Hotel Samrat, Kautilaya Marg, Chanakya Puri, New Delhi -110021 by 3.00 PM on 24th May, 2013. The quotation and its envelope must be super-scribed **“QUOTATIONS FOR SUPPLY OF SEVEN VERTICAL FILING CABINETS OF 4 DRAWER IN MATT PURE RAL WHITE COLOUR AND ONE GODREJ SMALL OFFICE ALMIRA”**.

4. The payment shall be made only after delivery of all items are made under GFR, 2005.

5. The Terms & Conditions are as follows:-

- (i) The bidder should fulfil all requirements.
- (ii) The FIU-India reserves the right to reject any or all quotations without assigning any reasons thereof.
- (iii) Conditional quotations will not be entertained. Similarly, quotations received after stipulated date and time will also not be considered under any circumstances.

- (iv) The rates will be valid for a period of one year and the firm will not be allowed to increase the rate once approved for a period of one year.
- (v) The firm will intimate their registration number, sales tax number, PAN, TIN number, Service Tax registration number with the tender papers.
- (vi) The rates may be quoted as per Appendix - A, Delivery charges, Taxes (VAT, Service Tax) and other incidental charges if any, may be specifically and separately indicated in the quotation. If no delivery charges, tax and other incidental charges is indicated then it will be presumed that the price quoted include such charges and taxes also.

6. All the tenderers are requested to read and understand the terms and conditions of the contract as detailed out in the foregoing paragraphs before sending their quotations, as no change or violation of the aforesaid terms & conditions are permissible once the quotation is accepted by the FIU-India.

Yours faithfully,



(Heera Singh)
Assistant Director (Admn.)
Tele: 26883291

Copy to :

1. **Ms. Sweta, Assistant Programmer, Technical Unit, FIU-India – with a request to kindly upload the notice on our official website.**

APPENDIX-A

Name of the Firm :

Registered/Postal Address :

Telephone No. :

E-mail :

PAN No. :

VAT/TIN No.(if applicable) :

Service Tax Registration (if applicable) :

Do you fulfil all the eligibility conditions :

Supply of seven Vertical Filing Cabinets of 4 drawer in Matt Pure Ral White Colour of Godrej Interio and one Godrej small office almira				
S.No.	Detail	Quantity	Piece rate	Total charges for Supply and Installation of detailed and quantified items.
1.	Vertical Filing Cabinets of 4 drawer in Matt Pure Ral White Colour.	07		
2.	Godrej small office almira.	1		
3.	Delivery charges if any			
Taxes if any				
Total Charges				
In words				

Signature with seal