



**2011**

**OFFICE OF THE REGISTRAR GENERAL, INDIA  
(Government of India, Ministry of Home Affairs)  
2/A, Man Singh Road, New Delhi – 110 011**

No. D-15014/36/2010 – GS

Dated: 29.12.2010

To,

As per list attached

Sub: Quotation for Room Heater, Convection Room Heater and Oil filled Room Heater – Reg.

Sir,

This office proposes to purchase Room Heater, Convection Room Heater and Oil filled Room Heater of ISI Mark for use in this office as per the following specification:

1. Single rod Room Heater (1000 W)
2. Double rod Room Heater (2000 W)
3. Convection Room Heater/Hot Air Fan/Blower (1000 w / 2000 w setting)
4. Oil Filled Room Heater (7 fin, 9 fin and 11 fin)

You are, therefore, requested to quote your best rates (in the attached proforma) for supply of the above mentioned items to this office alongwith warranty of the products, terms & conditions, if any. The VAT/TAX amount/ percentage (%) should be shown separately in the quotation, if any. The rate should be valid for minimum one year. The rate/quotation should reach this office by 07.01.2011 by 3.00 P. M. and opened on the same day at 4.00 P. M. Sealed quotations received beyond the prescribed date and time will not be entertained. This office will have the right to reject any or all quotations without assigning any reason therefor.

**Yours faithfully,**

**(PURNENDU KANT)  
UNDER SECRETARY (HQ)**

Encl. –

- I. Prescribed proforma
- II. List of suppliers

**PROFORMA**

<b>S. No.</b>	<b>Items</b>	<b>Unit Price</b>	<b>VAT / CST</b>	<b>Total price per unit (incl. of all)</b>	<b>Warranty period</b>
1.	Single rod Room Heater (1000 W)				
2.	Double rod Room Heater (2000 W)				
3.	Convection Room Heater /Hot Air Fan/Blower (1000 w – 2000 w setting)				
4.	Oil Filled Room Heater (i) 7fin (ii) 9 fin (iii) 11 fin				

**Signature & Stamp  
of the firms/Supplier**