



Government of India
Ministry of Skill Development and Entrepreneurship
Directorate General of Training (DGT)
National Skill Training Institute for Women
Dakopgre, Tura, West Garo Hills, Meghalaya-794101

No. NSTI/Tura/D-11012/17/2021-GI/28(I)/ *326-328*

Date: 24/06/2021

To

M/s Farooq R Marak
Upper Chandmary, Tura, West Garo Hills
Meghalaya – 794001

Subject: - Work order for the **Annual Maintenance Contract for Electrical work** at NSTI (W) Campus, Tura.

Ref: Your Quotation No. FRM/21-06/002 dated 21.06.2021

Sir,

With reference to your Quotation No. FRM/21-06/002 dated 21.06.2021, you are hereby selected for the **Annual Maintenance Contract for Electrical work** at NSTI(W) campus, Tura for a period: 01/07/2021 to 30/06/2022. You are advised to execute the works as detailed below.

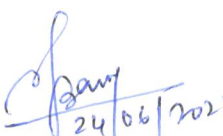
Sl No	Job Detail	Qty	Amount
01	<p><u>A.M.C. for Electrical Work :-</u> To check electrical wiring & installations and Repairing, Replacement of damaged items –Bulbs, Tubes, Fans, Switches etc.</p> <p style="text-align: center;"><u>SCOPE OF WORK</u></p> <p style="text-align: center;">DAY TO DAY ELECTRICAL WORK</p> <ul style="list-style-type: none">• Dismantling of all the defective wiring & fittings and repairing of the damaged/out of order items/accessories.• Replacement of any defective unserviceable parts/items such as Bulbs, Tubes, Fans, Switches etc. as exists in the Residential Quarters, Hostel Mess, Main Institute Building, Guest House and Street Lights of the institute.	Total:One Job Per Month	₹13,229/- Per month
Total Amount			₹13,229/-

- Amounts in words: **Rupees Thirteen Thousand Two Hundred & Twenty Nine Only.**
- The Payment will be made on monthly basis after satisfactorily completion of work.

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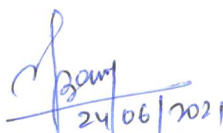
Terms & Conditions:


1. Special care should be taken while working in the quarters. Reliable & competent technicians/labours/sweepers should be employed to avoid any complaint. In case of any dispute during working, it should be reported to maintenance section for avoiding confrontation.
2. All tools, equipment and machines are to be provided by the agency and will be responsible for any damage or loss of tools etc. during working.
3. Adequate safety and protective measures are to be taken and if any accident happens, the agency will be responsible.
4. During 1st week of every month the bill is to be submitted in triplicate, after successful completion of the jobs duly along with, necessary document viz., (1) PAN card, (2) Service Tax Registration (3) Mandate form (for Bank details) (4) Photo copy of this order etc.
5. TDS & GST are applicable for all bill amounts as per Rules.
6. In case of failure and/or attending the complaints, Liquidity damage @ 02% of the sanctioned amount/month will be deducted.
7. The contract would be valid up to 30-06-2022 however, the Principal, NSTIW, Tura reserves the right to extend the contract further or terminate the contract without assigning any reason.


(Nizam Uddin Barbhuiya)
Principal/ HOO

Copy to:

1. HOD/ RD, RDSDE, Rehabari, Guwahati, Assam
2. Accounts Section, NSTIW, Tura


(Nizam Uddin Barbhuiya)
Principal/ HOO


24/06/2021
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