

**INDIAN COUNCIL OF AGRICULTURAL RESEARCH  
KRISHI BHAWAN, NEW DELHI**

**F. NO.(GAC)12(7)/2014-Estt-V**

**Dated: 02/06/2015**

To

**M/s New Delhi Car Clinic,  
B-15, Palika Bhawan,  
Opp. Hyatt Hotel,  
Sector-13, R.K. Puram,  
New Delhi-110066**

**Sub: - Contract for providing and fixing of Accessories for the staff cars of the ICAR, Krishi Bhawan, New Delhi.**

Sir,

In response to your quotation dated 03/06/2015 submitted to the Indian Council of Agricultural Research, Krishi Bhawan, New Delhi for providing and fixing of Accessories for the staff cars of the Council, I am directed to convey the approval of Competent Authority to award the said contract for the period of one year **w.e.f. 1<sup>st</sup> July, 2015 to 30<sup>th</sup> June, 2016** on the following terms and conditions:-

1. You have to provide and fix the required original accessories to the vehicles of the Council and also other items as and when required by the Council through purchase order only.
2. The payment will be made within one month of receipt of the bill (in triplicate) after the said fitment of the accessories are certified by the concerned driver/staff car supervisor.
3. You have to return the old replaced items through the concerned driver.
4. The Security Money of Rs. 20,000/- (Rupees Twenty Thousand Only) is to be deposited in cash with the Cashier of the Council within 7 days from receipt of this letter, which is refundable without interest after satisfactorily completion of the contract period.
5. You have to indicate your PAN NUMBER in your acceptance letter.
6. The applicable taxes will be deducted from your bills.
7. The Council reserves the rights to cancel the above mentioned contract at any time without assigning any reason.
8. The approved rates of accessories are enclosed herewith and the same are inclusive of all taxes.

In case the above terms and conditions are acceptable, then a line of confirmation may please be sent at the earliest.

Yours faithfully,

  
**(J.N. BHAGAT)**  
**UNDER SECRETARY(GA E-V)**

**Copt to:-**

1. **Audit-I Section, ICAR.**
2. **D.D.O. Contingencies, ICAR.**
3. **Staff Car Supervisor, ICAR.**