



Ref. No. NSD/RC/

/2015-16

6th November, 2015

SUB: -Quotation for supply of One Canter (19 feet and 22 feet) for transportation of Stage equipments and drama materials from New Delhi – Gwalior – New Delhi.

Dear Sir,

The National School of Drama, an autonomous organization established and fully financed by the Ministry of Culture, Govt. of India is sending its drama troupe as per above mentioned station and back to New Delhi as per details:-

Delhi to Gwalior	Departure on 9 th December, 2015 in night
Gwalior to Delhi	Departure on 13 th December, 2015 in night

The troupe shall be carrying fragile and bulky stage equipments, costumes, property and makeup materials etc. The Vehicle shall leave from Delhi on above date for the destination.

You are requested to quote the hire charges for the above work by **13th November, 2015 upto 5.00 p.m.** in sealed cover addressed to the undersigned. The exact location where the equipment's are to be loaded will be intimated at the time of departure of the vehicle.

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Director, National School of Drama reserves the right to accept or reject any or all quotations without assigning any reason.

Please Note:-

The vehicle should be in very good condition.

The contractor shall provide waterproof tarpaulin of good quality to completely protect the equipment's being carried from dust and rains. It shall be the responsibility of the contractor to arrange for the necessary Inter State Transport permit and road taxes, if any.

The contractor shall warrant that the equipments entrusted for carriage are transported safely and without breakage and reaches at the destinations strictly as per schedule.

Since it would not be possible for the School to alter the schedule of work for which equipment's are being sent. In eventuality of the equipment's being broken or damaged due to the negligence of the carrier. The contractor shall be responsible for the expenditure on hire, purchase or replacement of such equipment/articles by the National School of Drama.

After completion of the assignment, the contractor shall submit bill in duplicate for payment to the National School of Drama in Delhi. The payment shall be made by crossed cheque.

The boarding and lodging of vehicles staff will be responsibility of vehicle contractor. Please see that vehicle carries adequate fuel/oil to reach the destinations in time.

One staff member of National School of Drama, will accompany with in to and fro journey in the vehicle.

Thanking you,

Yours faithfully,

(Suresh Sharma)
Chief of Rep. Co.