



इंडियन रेलवे केटरिंग एवं टूरिज़्म कॉरपोरेशन लिमिटेड  
(भारत सरकार का उद्यम-मिनी रत्न)  
INDIAN RAILWAY CATERING AND TOURISM CORPORATION LTD.  
(A Govt. of India Enterprise - Mini Ratna)

"CIN-L74899DL1999GOI101707", E-mail : info@irctc.com, website : www.irctc.com

No. IRCTC/CO/ADMN(AD)/20/2020/Admin/CO

Date: 03.09.2024

M/s Indilog Moving Pvt. Ltd.  
Plot No.47, Kh.24/16, Raju Enclave Kakrola,  
Dwarka, Sec-15, Delhi-110078.  
Email:international@indilogmoving.com  
Mob.:9555050557.

Letter of Award

Sub: "Shifting of Office utility goods with ancillary services in relation to transportation by road (Packing, Loading, Unloading, Unpacking and removal of debris)" of IRCTC, Corporate Office from Statesman House(Office 1) & ITC(Office 2), State Entry Road New Delhi to World Trade Center, Nauroji Nagar(Office 3), New Delhi.  
Ref.: i) RFQ No. No. IRCTC/CO/ADMN(AD)/20/2020/Admin/CO, dt. 20.08.2024.  
ii) RFQ opened on 27.08.2024.


In reference to above, IRCTC is pleased to offer you the above work for shifting of IRCTC, Corporate Office at the rates mentioned below:-

S. No.	Cost Item	Cost (In Rupees)		
		Statesman (Office 1)	ITC (Office 2)	Total Cost (Office:1+2)
1	Transportation Cost	72000.00	76000.00	148000.00
2	Packing + Loading + Unloading + Unpacking + removal of debris	334350.00	291650.00	626000.00
3	Other charges(Toll + Risk Cover + Misc cost)	4500.00	4500.00	9000.00
Total: (Rupees Seven Lacs Eighty Three Thousand Only)				783000.00

\*The above rates are excluding GST.

Terms and conditions:-

1. The Contract shall be for "Shifting Office" of IRCTC, Corporate Office from Statesman House(Office 1) & ITC(Office 2), State Entry Road to World Trade Center, Nauroji Nagar(Office 3), New Delhi within time stipulated on Letter of Award or as may be specified/extended by IRCTC.
2. Collect Goods from various places inside Office 1(Statesman House) & Office 2(ITC, State Entry Road).
3. Ancillary services in relation to transportation by road(packing/Loading/Unloading/Unpacking/settling and removal of debris from Office 3(Nauroji Nagar/New Delhi).
4. The bill shall be submitted to Admin. section after the completion of work site wise. The payment will be made within 15 days from the date of submission of bills to finance.
5. Other Terms & Conditions as per RFQ No. IRCTC/CO/ADMN(AD)/20/2020/Admin/CO, dt. 20.08.2024 will forms part of this Letter of Award.
6. Security deposit of Rs.39,150/- (i.e. 5% of Bid value) in form of Demand Draft/RTGS/NEFT favoring "Indian Railway Catering & Tourism Corporation limited, payable at New Delhi, is to be submitted within 15 days of the issue of this LOA.
7. Acceptance of LOA as per above terms and conditions to be submitted within 2 days of the issue of LOA.

  
(Sidhartha Singh)  
AGM/Admin.

Copy to:- i) PS to Dir/CS - for kind information to Dir/CS.  
ii) GGM/HRD - for kind information please.  
iii) GGM/IT - for kind information please.  
iv) AGM/IT/CO - for kind information please.  
v) AGM/Infra - for kind information please.