

FORMAT FOR ELECTRICAL MAINTENANCE QUOTATION
RUBBER TRAINING INSTITUTE

General particulars	Rate (Rs.)
Operation and maintenance of Diesel Generator set and water and water pumps, assisting the operation of electrical/electronic equipment/machineries at the Institute/ demonstration laboratories, arrangements of training aids (Public address systems, projectors, video films, etc) in the training hall or out stations and assist the faculty members, upkeep of all electrical items, telephone, fax, etc at the Institute and any other electrical work that arises at the Institute as per the direction of Director (Training) or any officer authorized by him.	
1. Rate for attending work from 8 AM to 5.30 PM on all working days of the month.	
2. Service of Electrician after 5.30 PM to next day 8AM.	
3. Service of Electrician on holidays (8 AM to 5.30 PM)	
4. After 5.30 PM but not upto next day 8 AM (per hour)	
5. Outstation training duty <ul style="list-style-type: none"> a. Day duty/journey (6 AM to 6 PM) (per day) b. Camp/journey (exceeding 6 PM to 6 AM <ul style="list-style-type: none"> (i) Per night (ii) Per hour 	

NB: Quotations should be submitted in sealed cover super scribing “Quotation for Electrical Maintenance”.

Place:

Date :

Signature:

Name & Address with
 contact numbers
 (Land phone & Mobile)