

TENDER NOTICE

ECGC LTD (Formerly Export Credit Guarantee Corporation of India Limited), a Government of India Enterprise having its Registered Office at Express Towers, 10th Floor, Nariman Point, Mumbai – 400 021, **invites applications from reputed agencies for empanelment of the vendors/contractors/suppliers for two years for the following work:**

- 1. Civil works/repairs & maintenance of office premises and residential flats owned by corporation**
- 2. Pest Control**
- 3. Courier Services.**

- 4. Annual Maintenance Contract for Electrical maintenance, services & repairs**
- 5. Annual Maintenance Contract for Air Conditioners.**
- 6. Annual Maintenance Contract for Cleaning & Maintenance of Office Premises.**
- 7. Supply of Stationery, Xerox paper and printing material.**
- 8. Supply of Newspaper.**

You are requested to submit the details in sealed envelopes to Shri M W Ghonge, AGM(Admn), ECGC, Nirmal Building, 5th Floor, 241/242, Backbay Reclamation, Nariman Point, Mumbai – 400 021. Format for the details is attached. Last date for submission of application is on or before 13/04/2015_upto 5.30 pm.

Please superscribe the envelop with job description (in Red Bold)

Contact details: 022-66590756/759/794

Company reserves the right to reject any or all applications without assigning any reasons.