



भा. कृ. अनु. पा. - केंद्रीय खारा जलजीव पालन अनुसंधान संस्थान
ICAR - CENTRAL INSTITUTE OF BRACKISHWATER AQUACULTURE

(ISO 9001 : 2015 Certified)

भारतीय कृषि अनुसंधान परिषद, कृषि एवं किसान कल्याण मंत्रालय, भारत सरकार
Indian Council of Agricultural Research, Ministry of Agriculture and Farmers Welfare, Govt. of India
75, संथोम हाई रोड, एम. आर. सी. नगर, आर. ए. पुरम, चेन्नई- 600 028, तमिल नाडु, भारत
75, Santhome High Road, M. R. C. Nagar, R. A. Puram, Chennai- 600 028, Tamil Nadu, India

CIBA GST: 3AAAAI1830P1ZQ

आदेश/Order No: CIBA/25-26/331

कार्य आदेश / WORK ORDER

फाइल संख्या / F.No: 16-1/25-26/ST

दिनांक / Date: 28-07-2025

सेवा में / To

**M/s.K.G.NARAYANAN
No.1/305,1st Street, Rajiv Gandhi Nagar,
(Opp.Paradise Home), Muttukadu,
Chennai – 603112.
Email: kgnarayanan1960@gmail.com**

**विषय/Sub: Work order for Renovation in Farmers Facilitation Centre at MES of CIBA -
Reg**

संदर्भ /Ref No:Nil, Date-10-07-2025

महोदय/ महोदया / Sir/Madam,

This has reference to the above subject & your estimate thereon. It is requested to carry out the following work.

| Sl.NO | Items | QTY | Unit Rate | AMOUNT Rs. |
|--|--|-----|-----------|---------------|
| 1 | Providing and fixing R.C.C slab with granite top I/C ceramic washbasin & restroom fitting tap, PVC exhaust fan, angle cock etc | 1 | 54,000.00 | 54,000.00 |
| 2 | Providing and fixing existing flush door's facing side fixed 3mm decorative veneer sheets with suitable addisive & above fixing decorative teak wood beeding with polish and door fittings aldrop, tower bolt, handle etc. | 1 | 20,000.00 | 20,000.00 |
| Total | | | | 74,000.00 |
| GST 18% | | | | 13,320.00 |
| Grand Total | | | | 87,320.00 |
| (Rupees Eighty Seven Thousand Three Hundred Twenty Only) | | | | |

On satisfactory completion of service/work at MES it is requested to submit the pre receipted invoice drawn in favour of "The Director", CIBA, Chennai-600 028 along with **work report / GST certificate and copy of cancelled cheque as applicable etc.** for releasing the payment. **Payment will be made at the earliest after completion of the work and deducting the TDS on IT(2%) and GST if applicable as per government rules.**

भवदीय / Yours Faithfully,

E. Mary Desouza
28.7.25

सहायक प्रशासनिक अधिकारी / Asst. Administrative Officer,

तिलिपि / Copy to

- The Chief Finance & Accounts Officer, CIBA, Chennai.
- The DDO, CIBA, Chennai
- Dr.Sandeep KP, Sr. Sci, CIBA, Chennai

(C.No. 368739, Note #38, Dt:25-07-2025, Fund: Institute – Minor Works)