



CIBA GST: 33AAAI1830P1ZQ

आदेश/Order No: CIBA/25-26/702

कार्य आदेश / WORK ORDER

फाइल संख्या / F.No:16-35/25-26/ST

दिनांक / Date: 27-01-2026

सेवा में / To,

M/s.Shine Engineers & Decors
No.46,Ancharge, 1st Floor,
1st Main Road, Gandhi 1st Main Road
VGP Part 2, Uthandi, Chennai-600 119.
Email: shinedex103@gmail.com

**विषय/Sub: Work order for fixing a Customized Roof Ventilator at MES - Reg
संदर्भ / Ref: Nil, Date: 23-12-2025**

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	Supply of 24" dia customized Aluminium Turbo Roof ventilator with 1200mm Length Aluminium profile Base Plate	4	9,350.00	37,400.00
2	Fixing charges for ventilator with all fastners included.	4	4,812.50	19,250.00
Sub Total				56,650.00
GST 18%				10,197.00
Grand Total (R/O)				66,847.00
(Rupees Sixty Six Thousand Eight Hundred Forty Seven Only)				

On satisfactory completion of service/work at MES it is requested to submit the pre received 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,

F. Manj Desouza
27-1-26

सहायक प्रशासनिक अधिकारी / Asst. Administrative Officer,

तिलिपि / Copy to

- The Finance & Accounts Officer, CIBA, Chennai.
- The DDO, CIBA, Chennai
- **Dr. Sandeep K. P, Sr. Sci, CIBA, Chennai.**
(C.No. 411417, Note #5, Dt:27-01-2026, Fund: AINP(2049/3023) 25-26)