



**Balmer Lawrie & Co. Ltd**  
(A Government of India Enterprise)  
**Human Resoure Dept**  
**Manali, Chennai 600068**  
**Phone : 25946500, Fax : 25946539**  
**Website : balmerlawrie.com**

**SINCE 1867**

Ref : BL/AS/MAN/TPTTKC/LT/201920/0025

Dated : December 30, 2019

To : ALL INTERESTED PARTIES

Sub : Transportation of Household goods from Chennai to Kolkata

We intend to engage a Transporter for transportation of **household goods** of one of our Executives, Shri Tapan Kumar Chaudhuri from Chennai to Kolkata. The address of the locations are given below :

<u>From</u>	<u>To</u>
Shri Tapan Kumar Chaudhury Flat No. 4, Chrysalis Apartment House No. 5, 21 <sup>st</sup> Avenue, Ashok Nagar, Chennai 600083 Mobile No; 9831167921	Shri Tapan Kumar Chaudhuri No. 19/2A Ultadanga Road Kolkata 700 004 West Bengal

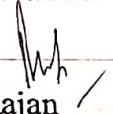
Please submit your offer in a sealed cover in the following format :

<u>Sl No</u>	<u>Description</u>	<u>Rate</u>
1.	Transportation charges for household goods	
2.	Packing/unpacking, loading and unloading charges of household goods	
3.	Insurance charges for household goods	
4.	Taxes (Octroi/entry tax), if any	
(please quote rate separately for all the above items)		

You may inspect the residence at Chennai with prior information to Shri Tapan Kumar Chaudhuri (Mobile nbr : 9831167921) before submitting your offer. Your sealed offer should reach the undersigned on or before 10<sup>th</sup> January 2020

Our payment terms : Within 7 days of receipt of bill with proof of delivery of items in good condition.

Yours faithfully,  
For Balmer Lawrie & Co. Ltd

  
T Rajan  
Manager (HR)-SR