



CIBA GST: 33AAAAI1830P1ZQ

आदेश/Order No: CIBA/25-26/659

कार्य आदेश / WORK ORDER

फाइल संख्या / F.No: 3-10/25-26/ST

दिनांक / Date: 17-12-2025

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 Repair and renovation work in microalgae culture unit at MES-
Reg**

संदर्भ / Ref:Nil, Date: 11-12-2025

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	Item	Qty	Unit Price	Amount (Including GST)
1	REPAIR AND RENOVATION OF MICROALGAE CULTURE UNIT FOR ORNAMENTAL UNIT OF FISH HATCHERY CIBA MES, MUTTUKADU. WORKS: 1. UPUC PARTICIAN = 12.50 m ² 2. UPUC WINDOW = 1.50 m ² 3. WALL TILES = 5.5 m ² 4. PAINTING = 65 m ²	1	94,500.00	94,500.00
Grand Total (R/O)				94,500.00
(Rupees Ninety Four Thousand Five Hundred 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.**

Yours Faithfully,

E. Mary Desouza
17-12-25

Asst. Administrative Officer

तिलिपि / Copy to:

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

(C.No. 409167, Note #4, Dt:16-12-2025, Fund:AINP-2049/3023 25-26)