

## **Notice Inviting Tender for Insurance of Equipments**

IGNCA is an autonomous trust established under the Ministry of Culture, Govt.of India. Within IGNCA we have a Media Centre to cater to the A/V needs of various divisions of IGNCA. The Media Centre has full-fledged Video Studio, Editing set up & many more Audio-Visual equipments which need to be insured. The list of equipments can be obtained from the address given below

Media Centre,  
No. 3, Dr. Rajendra Prasad road,  
New Delhi-1

This could be standard Policy for theft, fire, riots, natural calamities etc.and other unforeseen incidents. Some of these equipments are installed and some are of a movable nature and are taken out of the office, within Delhi or outside Delhi for official use. The policy also needs to be renewed annually at a standard depreciation rate of the equipments. Also fresh equipments purchased every year need to be included at the same rate of premium. You are requested to send your quotation in the name of Controller (MC) before 26<sup>th</sup> December in a sealed envelope to the above mentioned address. If you desire you can visit the Media Centre and inspect the equipments.