

SYMPHONY- MUSIC CLUB OF MGIT

From
The Faculty Co-ordinators of Music Club
Symphony MGIT

Date: 29th Feb,2024

To
The Principal
MGIT
Gandipet

Subject: Request to approve quotation of the instruments for Music Club MGIT-Reg.

Dear Sir,

We, the faculty co-ordinators of Music Club MGIT, request you to approve quotation for the following instruments mentioned below:

S.No.	Name of the Instrument	Estimated Cost(Rs.)
1.	PAISTE Drum Cymbals(along with stands)	39,500
2.	FENDER Semi acoustic guitar	16,000
3.	NUX B-5RC Wireless Guitar System for All Types of Guitar with Active or Passive Pickup	14,000
	Total:	69,500/-

Given the above benefits and drawbacks, I kindly request the Hon'ble Secretary & Correspondent to consider approving the purchase of the Instruments worth

RS.69,500/- (Sixty Nine Thousand and Five Hundred).

We request you to kindly approve the quotations mentioned above as it would greatly contribute to the growth and success of our Institution.

Yours Sincerely,
Faculty Co-ordinators of Music Club MGIT
1.Dr.M.Nalini Devi-
2.Dr.Satya Sekhar Varma-
3.Ms.YVN Chandana-

Convenor

AO

Vice Principal

Principal

Treasurer

Secretary & Correspondent