

Reference: 177-ITPO/Misc/Engg./19-20 **Date:** 24-10-2019 **Phone:** 23371540-,Ext-406

Sh. Sham Sunder Sharma

B-1/35 Yamuna Vihar,

Delhi-110053

Name of work : R/M & up keep of ITPO premises at Pragati Maidan during 2019-20

S.H; - Installation of water supply line at Business Loung C at gate No -1

Ref- Award of Work

Dear Sir

This is in continuation of earlier letter dated 14-10-2019 regarding deposit of performance guarantee money for the above work. It is to inform that your performance guarantee money of Rs 11,000/- has been received with ITPO vide FDR No Account No-011500PU00065711 dt **21-10-2019 issued by Punjab National Bank** with maturity period up to **19-12-2019.**

You are requested to take up the work in consultation with **Sh Satish kumar, Sr.Manager (Civil)**- NF of this office. The time to complete the work is 15 days and the date of start shall be from 25/10/2019.

You are further requested to attend the office of the undersigned along with stamp paper of **Rs.100/-** for signing the formal agreement with in 7days.

Thanking you

Yours faithfully

A.K.Joshi
Sr.Manager (Civil)

Copy to

SGM(JD)/GM(AKV)/F.A (DMS)/G.M (SRS)/G.M (VM)/GM(H.M)/G.M (AV)/DGM (NK)

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