



इण्डिया ट्रेड प्रमोशन आर्गनाइजेशन  
भारत सरकार का उद्यम

India Trade Promotion Organisation  
A Government of India Enterprise

Date: 28/02/2020

Reference: 180-ITPO/Misc./Engg./19-20

M/s Sachin Construction (Sachin Chadha)  
F-38, Shukar Bazar, Uttam Nagar,  
Delhi - 110059

Name of work: R/M. & Upkeep of ITPO premises of Pragati Maidan during 2019-20.

SI: Replacement/ relaying of damaged/ rusted G. I. pipe line for Water connections at Hall No. 9 to 11.

Ref- Award of Work

Dear Sir,

This is in continuation of earlier letter dated 26/02/2020 regarding deposit of performance guarantee money for the above work. It is to inform that your performance guarantee money of Rs. 10,500/- has been received with ITPO vide FDR No. 0541936 dated 28/02/2020 issued by Bank of Baroda, Uttam Nagar, Delhi with maturity period up to 28/08/2020...

You are requested to start the work immediately in consultation with **Shri Moinuddin-SM (civil) N/F** of this office. The time to complete the work is 7 days; however the work has to be completed up to 02/03/2020. The date of start shall be reckoned from today i.e. from 28/02/2020.

You are further requested to attend the office of the undersigned along with stamp paper of Rs. 100/- for signing the formal agreement during any working day.

Thanking you

Yours faithfully

(S. K. Gupta)  
Sr. Manager (Civil) N/F

Thanking you

Copy to:

1. SGM (JD), GM (AKV), FA&CAO (DMS), GM (SRS), GM (HM), GM (VM), Gm (AV)
2. DGM (RKT), DGM (NK)
3. SM (RDS), SM (ML), SM (AKJ), SM (MOINUDDIN), SM (SK), M (HPS)
4. Office copy
5. Agreement Copy, Cash section for retaining FD
6. Dy. CVO...for kind information pleases

JS(SA)