

PRINCIPAL ACCOUNTS OFFICE
GOVT. OF NCT OF DELHI
"A" BLOCK VIKAS BHAWAN NEW DELHI

F7/Pr.AO/ct/adhoc CI-IV//2014

Dated

To

All Pay and Accounts Offices,
Pension Cell, GPF Cell, & Pr.AO(H.Q.) Delhi New Delhi.

Sub: - Manpower Services Class-IV category

Sir/Madam,

On the acceptance of M/s Kartikay Enterprises to provide 30 manpower of class-IV category in the Principal Accounts Office and subordinate offices for a period of 2 years and further providing the list/details of the personnel, the manpower is deployed in all offices of the department as per enclosed list w.e.f. 01.01.2015.

It is requested to maintain the attendance register of the personnel deployed in your office and send certificate of attendance along with the performance of the personnel deployed in your office by 3rd of every month.

Yours faithfully,

(RAVENDER KUMAR)
(Sr. ACCOUNTS OFFICER (ADMN.))

Dated 31/12/14

F7/Pr.AO/ct/adhoc CI-IV//2014 2328

Copy to:

1. M/s Kartikay Enterprises, 1/376, Asha Ram Marg,
G.T. Road, Shahdara, Delhi-110032.

2. Computer Cell for uploading on the
Web site of department.

(RAVENDER KUMAR)
(Sr. ACCOUNTS OFFICER (ADMN.))