

Speed Post/ email/fax

No.AN/II/62/OC/2013-14.

O/o the PCDA (BR),
Seema Sadak Bhawan,

Ring Road, Naraina,
Delhi Cantt.-110010

Date: 19/03/2014

To,

The CDA (BR), Guwahati

The JCDA (BR), Chandigarh

The PAO (GREF), Pune

Sub: Required informations while submitting AMC proposal


It is seen that the proposals for AMC are forwarded to this office for approval without necessary detail of machine viz date of procurement, price etc. In absence of such detail, the justification of AMC cannot be decided.

It is therefore requested to forward the information as mentioned in Annexure 'A', enclosed alongwith the proposal of AMC.

The contents of this letter may please be circulated amongst sub offices under your audit jurisdiction.

GO (AN) has seen.

Encls: Annexure 'A'


(K Swami)
AO (AN)

ANNEXURE - 'A'

Sl. No.	Particulars of stores	Supply Order No. & date	Date of delivery	Date of installation	Date of CRV	Qty	Purchase Rate per unit	Total purchase cost	Warranty	Life cycle	Cost of AMC, if any	Periodicity of AMC	Remarks (whether procured locally or through MO)

Signature of officer in-charge