

OFFICE OF THE Pr. CDA,
NO.107. LOWER AGRAM ROAD. B'LORE-7

IMPORTANT CIRCULAR

No.REC/020/Sty Rqrt/16-17
Dated: 07/04/2016.

TO

ALL THE SUB-OFFICES UNDER PCDA BLORE

**Sub: Stationery Requirement/Local Purchase
of stationery for the year of 2016-17 -- Reg.**

This office intends to procure stationery items for FY 2016-2017. The indent for stationery items along with correct **nomenclature and quantity** required for your office may be submitted to this office latest by 29/04/2016 positively in the following format

It may please be noted that the Computer Stationery requirement is to be projected to the Manager, EDP Centre separately and not included in this proposal.

Please acknowledge receipt.

DETAILS OF STATIONERY REQUIREMENT FOR THE YEAR 2016-17 IN R/O OFFICE OF THE

| SERIAL NO | DESCRIPTION | QUANTITY REQD IN KG/ NOS |
|-----------|-------------|--------------------------|
| | | |

GROUP OFFICER (R)