

OFFICE OF THE DEPUTY CHIEF ACCOUNTANT-I
DELHI URBAN SHELTER IMPROVEMENT BOARD
GOVT. OF NCT OF DELHI

Vikas Kuteer, I.P. Estate,
Room No-E-8,
New Delhi-110002

No: BF/2404/264/AO/DES/2019-20/D-12

Dated: 18/03/2020

To,

M/s. Arvind Rattan & Co.
Chartered Accountants,
D-242, 3rd floor, C. R. Road,
Near Wadhwa Complex,
Luxmi Nagar, New Delhi-92

Subject:- Engagement of Chartered Accountant for conversion of Accounts of DUSIB from single Entry System to Double Entry Accounting System for the Financial year 2012-13 to 2015-16.

Reference: NIT No. BF/2404/263/AO/DES/2019-20/D-24 dated 24/12/2019.

Sir,

I am directed to inform you that your quoted rates for the above mentioned work have been accepted by the Competent Authority of DUSIB. The contractual amount for the said work shall be Rs. 7,95,999/- (Rupees Seven lakh Ninety Five thousand nine hundred ninety nine only) excluding applicable GST. The time for completion of work shall be **Seven Months** which shall be reckoned from 10th day after the date of issue of this letter.

You are requested to submit Performance Guarantee of Rs. 80,000 /- (Rs. Eighty Thousand only) in the form of Demand Draft/Fixed Deposit receipt in favour of "DUSIB" payable at New Delhi from any Nationalized or scheduled commercial Bank in India within 10 days of the issue of acceptance letter/work order. The Performance Guarantee should be valid for a period of Six Months beyond the stipulated date of completion of work.

You are also requested to attend this office alongwith non-judicial stamp paper of Rs. 100/- for execution of agreement within ten days of the receipt of this letter. Your tender dated 18/01/2020 alongwith terms & conditions and scope of the work as provided in the tender documents shall form part of the agreement.

The written acceptance of award letter and an Action Plan stating deployment of man power for execution of work in a periodical manner may also be submitted to this office.

Contd...

Govt. of NCT of Delhi
Comptroller Division (DUSIB)
Date: 18/03/2020
DUSIB

Diary No. 135 (00 (54))
Date 18/3/2020
Computer Division (DUSIB)
Govt. of NCT of Delhi

Please note that if you fail to attend this office within stipulated period for the execution of the agreement it will be presumed that you are not interested in carrying out the work awarded to you and appropriate action as per terms & conditions of the Tender Document shall be taken against your firm besides forfeiture of entire Earnest Money.

Yours sincerely,

Dy. Chief Accountant-I (DUSIB)

Copy to:-

1. PS to CEO (DUSIB) for kind information of the later.
2. Member (Admn. /Finance) for kind information.
3. F. A (DUSIB) for kind information.
4. B&FO (DUSIB) for kind information.
5. CE-I, II & (Elect) with the request to circulate among all the divisions with the direction to extend full co-operation to CA firm by submitting the requisite information on top priority basis.
6. Dy. CA-II.
7. Dy. Director (Admn.)// /Dy. Director(System) ✓
8. All A.Os/All ACAs/AD(C.T).
9. Office copy.

M. J. S.
18/3/2020
Dy. Chief Accountant-I (DUSIB)