File No.M-11012/4/2019-O and M

Government of India Central Water Commission **O&M Section**

3rd Floor (S), Sewa Bhawan, R.K. Puram, New Delhi-110066

Subject:- Procurement of books- regarding

O&M Section is the nodal section for procurement of official Rules books, other reference books on service matters for the official use in various offices existed in CWC (Hqs). In this regard, it has been decided by the competent authority to get the requirement from all officers/sections/Directorates for procurement of reference books so that a consolidated requirement may be sent to the supplier.

It is therefore requested that realistic requirement of the same for the current financial year 2019-20 may be sent with the approval of Director level officer to O&M Section latest by 14.10.2019. If no such proposal is received in the O&M Section by this date, no further request in the matter will be entertained during the current financial year.

> (S.S. Chauhan) Under Secretary (O&M) Email:- soom-cwc@gov.in

ID note No -0&M/ / September, 2019

1. Office of Chairman, CWC, New Delhi.

2. Office of all Members in CWC, New Delhi

3. Office of all Chief Engineer, CWC, New Delhi

4. All Directorate in CWC (H.Q.), New Delhi

5. All Under Secretaries, Accounts Officer, CWC, (Hqs)

Budget Section CWC, New Delhi.

7. Section Officer(A/c-I,A/c-II, Ac/III, Works Section), CWC, New Delhi

8. CWC website.

Signature Not Verified

Digitally signed by SANJAY SINGH CHAUHAN Date: 2019.09.20 6:00:35 IST