

No. 2/1/2021-DC/592  
Central Water Commission  
Departmental Canteen

Sewa Bhavan, 3rd Floor  
R.K. Puram, New Delhi  
Dated: 29.12.2021

**Circular**

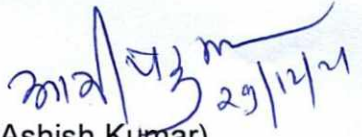
**Subject- Arrangement for supply of tea/coffee etc. to the officers of CWC-  
Generalising the list of hospitality items reg.**

Ref: Departmental Canteen communication no. 2/1/2021-DC/566 dated 23.11.2021

Vide above referred communication, suggestions were invited (through CWC website) from the officers availing the facility of hospitality items for serving tea/coffee etc. during official meetings for generalizing the list of hospitality items.

Suggestions received so far are suitably incorporated and finalized list of hospitality items is enclosed as **(Annexure-I)** which shall be effective from 1<sup>st</sup> Jan, 2022.

Officers are requested to send their requisition of items strictly from the list. However, items can be reviewed after every six months or even earlier, in case, some specific suggestions come.

  
(Ashish Kumar)

Honorary Secretary  
CWC Departmental Canteen.

Copy for kind information to:

1. Sr. PPS to Chairman, CWC
2. PPS. to Member, D.&R./ W.P.&P./ R.M., CWC
3. PS to all Chief Engineers, CWC
4. Secretary, CWC.
5. All other concerned (through CWC website)
6. Notice Board CWC Departmental Canteen, 3<sup>rd</sup> floor,
7. For uploading on CWC website

**Annexure-I**

<b>S. No.</b>	<b>Hospitality Items</b>
1.	Milk powder 1kg/400gm/200gm/30gm
2.	Tata / Tetley/ Wagh Bakri /Taj Mahal/Typhoo peppermint/any type of Tea bags
3.	Green Tea Tulsi, Ginger, Lemon, Turmeric, organic tea (25 pcs)
4.	Lipton / Tetley green tea bags (25 pcs)
5.	Twin London Tea Bag (25 pcs)
6.	Typhoon black current green tea (25 pcs)
7.	Tata / Red label/organic tea 1kg/500gm/250gm
8.	Davidoff/Nescafe gold blend coffee powder /BRU /Nescafe
9.	Sugar/Sugar cubes/Dabur honey
10.	Biscuits/Nutri-Choice (Oats, Lemon, Almonds)/Good Day/Marie Gold etc.
11.	Namkeens-Haldi Ram/Bikano, Chana, Wafers, Chips, Makhana etc.
12.	Dry fruits as Cashew nuts-Plain/roasted
13.	Almonds-plain/roasted
14.	Pistachio/ Kishmish/Raisins
15.	Walnuts/Akhrot nuts
16.	Mineral Water bottles
17.	Cold drinks/ Juices
18.	Disposable items as Glass/ Cups/ Plates/ Tissue Paper/Napkins