

No:-10/V-22/(A-316)/2015-VS.I
GOVERNMENT OF INDIA



OFFICE Of JS & CVO
VIGILANCE UNIT, C.P.W.D., ROOM NO. 431,
A-WING NIRMAN BHAVAN, NEW DELHI-110108

Dated: 12th July, 2016

Sub: **Regarding sending the letter of acceptance/ letter of commencement of the works.**


Memorandum

During investigation of one compliant it has been noticed that letter of acceptance/ letter of commencement of the works was dispatched but held by dealing hand for 15 days from date of dispatch. The letter of acceptance/commencement was send through speed post to the contractor only after contractor made a compliant to higher authorities & vigilance unit.

All concerned officials should ensure sending the letter of acceptance/ letter of commencement after accepting the tender through speed post only as earliest possible time. In addition to dispatch the letters through speed post, if any letter given to contractor by hand on his demand then take dated receipt on dispatched register.

The visit of contractor in office for unwanted reason should be avoided in future.

This issues with the approval of CVO, CPWD.


(Hridesh Kumar)
Executive Engineer(V) 22

Copy to all Chief Engineers, Superintending Engineer and Executive Engineer through CPWD web site.