

OFFICE OF THE DISTRICT JUDGE, GANJAM, BERHAMPUR

Letter No. _____ / Dated _____

From

Shri Amit Swaroop Kumar Setha,
Registrar, Civil Courts, Berhampur

To

The Proprietor,
M/s. Fastech Solutions, Berhampur

Sub: Execution of Agreement and issue of Work Order for the work of supply and installation of Desktop Computer sets in different courts and offices of Ganjam Judgeship.

Sir,

With reference to the subject cited above, I am directed to inform that the Agreement as executed by you for the work i.e. Supply and installation of 21 nos. of Desktop Computer Sets in different courts and offices of Ganjam Judgeship is accepted and recorded in Agreement No.01 dated 04.02.2020. The present work order is to be treated as part and parcel of the Agreement No.01 dated 04.02.2020.

I, therefore, request you to please take immediate steps to supply and install the above materials and treat this as Work Order. You are also requested to send a letter accepting the terms and conditions mentioned in the work order in your letterhead so as to reach the office of the undersigned forthwith and also to submit the installation report after installation. The date of commencement of work should be treated as **05.02.2020** and its completion as **11.02.2020**.

Terms and Conditions:

- You are required to provide maintenance service for the Desktop Computer Sets installed in different offices within 24 hours from the time when the complaint is lodged.
- In case, any material is found defective, the same shall be replaced with no additional cost.
- Upon completion of the work, you are also requested to immediately intimate the undersigned by a written communication, who shall thereafter make arrangements for inspection for the genuineness of the articles and completion of the work executed by you.
- The final payment will be made after verification of specifications and genuineness of the products.
- On verification, if the products not found to be genuine, then the work order shall be cancelled.

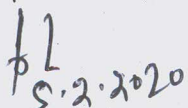
Yours faithfully,


Registrar,
Civil Courts, Berhampur

Memo No. 114⁽³⁾ /dtd. 05.02.2020

Copy alongwith copy of agreement is forwarded to the:

- Judge-in-Charge of Accounts, District Court, Berhampur,
- English Office, Berhampur
- System Officer, Dist. Court, Berhampur,
for information and necessary action.


Registrar,
Civil Courts, Berhampur