

**Audit Section Central Office, CSIR**  
**Office Circular**

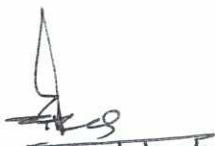
**F. No. : - Audit/Jan/2014/001**

**Dated : 07-01-2014**

While releasing the payments, this section requires to refer the terms & conditions laid down in the agreement between CSIR and the vendors / firms.

We may, therefore request to all concerned sections to kindly forward the name of all the existing works and service / maintenance contractor etc. along with its validity periods and also a copy of the agreement entered into with various service providers and a copy of award letter.

This may please be provided positively by the 15th January 2014.

  
**SO (F&A)**

  
**F&AO (CO)**

Copy to : —

1. Director, CSIR (CO) for information please
2. Sr. D.S., CSIR (CO) for information please
3. DS (CO)
4. US (CO)
5. S.O. General Section
6. SPO, Stores & Purchase Section
7. EE, Engineering Service Division / Housekeeping
- ✓ 8. Head, IT Division
9. Head, USD
10. DDO
11. FAO, Account Section
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