



फासं. / FILE NO: D-19016/01/2017-ISTM

भारत सरकार / GOVERNMENT OF INDIA

सचिवालय प्रशिक्षण तथा प्रबन्ध संस्थान

INSTITUTE OF SECRETARIAT TRAINING & MANAGEMENT

(आईएसओ 9001:2008 संस्था / AN ISO 9001:2008 INSTITUTION)

कार्मिक एवं प्रशिक्षण विभाग / DEPARTMENT OF PERSONNEL & TRAINING

प्रशासनिक ब्लॉक, ज.ने.वि. परिसर (पुराना) / ADMINISTRATIVE BLOCK, JNU CAMPUS (OLD),

ओलोफ पाल्मे मार्ग, नई दिल्ली - 110067 / OLOF PALME MARG, NEW DELHI - 110067

दूरभाष / TELEPHONE - 011-26185316; टेलीफैक्स / FAX - 011-26104183

दिनांक / Date: 25<sup>th</sup> September, 2017

To

M/s Sun Systems,  
C-387, Palam Extension,  
Ramphal Chowk, Sector-7, Dwarka,  
New Delhi-110075

Kind Attention: Mr. Satish Mahaldar.

Email: mahaldar@suntelecomltd.com; Mob: 9818099625.

**Subject:** - Terminating the Comprehensive Annual Maintenance Contract (CAMC) of Computer & its peripherals installed in ISTM w.e.f. 31<sup>st</sup> October, 2017.

Sir,

I am directed to refer to this institute letter no. D-19016/01/2017-ISTM dated 31<sup>st</sup> May, 2017 and Point No. 6 (Termination of Agreement) under Condition of Contract of Tender document and to inform that the competent authority has decided to terminate your Comprehensive Annual Maintenance Contract (CAMC) of Computer & its peripherals installed in this Institute w.e.f. 31<sup>st</sup> October, 2017 by giving one-month notice due to non-compliance of T&C of tender documents.

2. It is observed that you have not provided the requisite qualified manpower and also not submitted the certificates/documents related to qualification and experience of manpower as mentioned in Point no. 18 of Scope of Work and Terms and conditions of Tender Document even after several telephonic and email reminders.

3. Further, you are also requested to complete Handing Over of the CAMC IT items to the new firm, after selection, by 31<sup>st</sup> October, 2017.

Yours faithfully,

(R. Gayathri)

Deputy Director (Admin)

Tel: 26102597

Copy to: JD/DD (System Administration)