



भारत सरकार / GOVERNMENT OF INDIA  
केन्द्रीय कृषि मशीनरी प्रशिक्षण एवं परीक्षण संस्थान/CENTRAL FARM MACHINERY TRAINING & TESTING INSTITUTE  
ट्रैक्टर नगर, बुदनी (म०प्र०)/TRACTOR NAGAR, P.O., BUDNI (M.P.) 466445  
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(An ISO 9001:2015 CERTIFIED INSTITUTE)

फा.सं/F.No.:10-2/88-Estt.

दिनांक/Date: 29.09.2021

### **OFFICE ORDER**

The work of "Annual Maintenance of Electrical Installations (MOEI) and Fans in Residential and Non-residential Buildings including OH Lines & Street Lights" of Institute has been awarded to M/s. Govind Agrawal, Gwalior- 474011 by CPWD. In this connection, Shri Ravi Shankar Kumar, Instrumentation Engineer is directed to monitor the day today work of the contractors, timely disposal of complaints of repair, monthly status on electrical components consumed/utilized and devise a means to exercise control on the consumption and timely resolution of electrical complaints.

Shri Ravi Shankar Kumar, Instrumentation Engineer shall submit the monthly progress report to Head of Office by 2<sup>nd</sup> of every month.

This issues with the approval of the Competent Authority.

(B K Panigrahi)  
Instrumentation Engineer & HOO  
for Director

#### **Distribution:-**

1. Shri Ravi Shankar Kumar, IE
2. All Sectional Heads
3. Personal File of the concerned
4. Guard File

#### **Copy to: -**

- PA to Director (For kind Information of the Director)

for Director

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