

From

The Transport Commissioner, Kerala
Motor Vehicles Department
Thiruvananthapuram

To

The Registrar
M/s. C-DIT
Chitranjali Hills, Thiruvallom
Thiruvananthapuram – 695 027

Sir,

Sub: - Motor Vehicles Department- FAST Project – Facility Management
Services Services (FMS) – Supply of stationery – Reg.

Ref: - RFP No. M-IT4/2655/TC/2009 Dated. 31-05-2010

I may invite your attention to the reference cited. It is reported that, CDIT is not supplying stationery to the offices regularly and also not delivering to individual offices instead of that, officers are taking delivery from the zonal offices. CDIT is also not supplying pre-printed stationery with Hot stamped holograms as per the agreement but claiming the cost for the same. As per the RFP "*Clause 5.2.29 Supply of consumables & stationery: SPMVD should replenish all consumables such as A4 paper, A5 preprinted sheets, lamination pouches, cartridges, toners, CD / DVD ROMs, **preprinted stationery with Hot stamped hologram** etc., within agreed SLA timelines, whenever required on an actual basis of requirement, by raising indents which shall be duly approved by the respective MVD offices head, ensuring that the work at MVD offices does not get disrupted or delayed due to non-availability of consumables.*" it is the responsibility of CDIT (SPMVD) to supply the stationery & consumables to all the offices under MVD as per the specification in the RFP. Therefore, I may request you to give instruction to the project team to take urgent necessary steps for the same.

Yours Faithfully

Sd/-

Joint Transport Commissioner
For Transport Commissioner

Copy to: All DTCs, RTOs, JRTOs to ensure stationery and consumables are being supplied to their respective offices by CDIT (SPMVD).