CIRCULAR

“Cost for Printing of Flex”

It is notified for the general information of all concerned that in all cases of projects, conferences, workshops and other private matter, those who are willing to avail the facility need to deposit the printing cost of flex @ Rs. 10/- per sq. ft. with Accounts section. On production of receipt, the services shall be provided by Store Department. In addition to all official purposes, sanction of the competent authority would be required for processing without payment of cost.

Assistant Administrative Officer
General Administration.

Memo No. NEIGR-GAD/54/2013/421 -A
Copy for information and necessary action:
1. Dean, NEIGRIHMS, Shillong.
2. Medical Superintendent, NEIGRIHMS, Shillong.
3. All HODs/ HODs I/c/Section Heads, Shillong.
4. Executive Engineer (Civil), NEIGRIHMS, Shillong.
5. Store & Procurement Officer, NEIGRIHMS, Shillong.
6. PA to the Director, NEIGRIHMS, for information of the Director.
7. PA to the DD(A), NEIGRIHMS, for information of the DD(A).
8. Office copy.

Assistant Administrative Officer
General Administration.