AGM(Doc)/……………………….

.04.2022

***(Letter No. 02)***

***Name &***

***Address***

Dear Sir/Madam,

**Pre-Qualification of Manufacturers for Supply & Delivery of ………………………………**

**Document No.: ……………………………**

**Subject : Requesting of Clarification/ Missing Documents**

This is further to letter No. ………………………. dated ……………… *(Date)* regarding the above.

NWS&DB has reviewed your documents and inform that requested documents marked in **“Remarks Column”** under Annex 01/Annex 02/Annex 03 are to be clarified/submitted.

Therefore, please make necessary arrangements to submit the requested details in **“Remarks Column”** under Annex 01/Annex 02/Annex 03 on or before …………….. *(maximum 01 month, considering the requirements)* to proceed the processing of your application.

Your prompt action to submit/clarify the requested documents will help to expedite the evaluation process.

Yours faithfully,

**National Water Supply & Drainage Board**

**Assistant General Manager**

**(Planning & Designs - Documentation)**

CC : 1. M/s. ……………..*(Local Accredited Agent)* - for your action please

 2. Addl. GM (P&P) - for your information please

 3. DGM (P&D) - for your information please