

**PLANNING & DESIGNS SECTION**  
**Documentation Unit**

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Our Ref: AGM(Doc)/Meetings/SBDRC/01

Date: 14-12-2011

Mr. S.S.S. Vipulanandan  
Procurement Specialist

**Appointment as a Member to the**  
**Standard Bidding Document Review Committee (SBDRC)**

I am pleased to inform you that you are appointed as a member to serve in the above Committee.

Major functions of the committee is to act as the Standing Committee to review and approve standard bidding documents for various purposes, review them timely to suit the situations, appoint sub-committees for preparation of new standard bidding documents, Specifications and other related activities which are currently required. You are also requested to focus on formulating/ drafting Contract Agreements and preparation of Specifications which are linked to bidding documents.

Your active participations is highly appreciated.



**General Manager**

- CC : 1. Addl. GM (Sewerage)/  
Chairman (SBDRC)
2. Addl. GM (WSP)
3. DGM (P&D)

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