

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
DEPARTMENT OF WOMEN AND CHILD DEVELOPMENT
(CARETAKING BRANCH)**

6th FLOOR, ISBT BUILDING, KASHMERE GATE, DELHI - 06

F.39(205)/CTB/DWCD/Procurement of Computer Items/2020-21/

Dated:

846167

CIRCULAR

29 AUG 2024

This is with reference to the need assessment of requirement of computer printers in various Branches, field offices, institutions of the department. All the Officer In-Charges are requested to furnish the details of Printers (Working/Non-Working) and additional requirement, if any.

The data may be sent as per the proforma attached as Annexure-A which will be compiled for further necessary action.

This issues with the approval of Competent Authority.



Ashish Ranjan

Assistant Director (CTB)

To

1. All Dy. Directors, DWCD, HQ
2. All District Officers, DWCD
3. All HOOs (Child Care Institutions/Women Institutions/JJBs/CWCs), DWCD
4. All CDPOs of ICDS Projects, DWCD
5. Dy. Director (IT) with request to upload the same on department website.

Copy for information to:-

1. OSD to Director, DWCD
2. SO to Addl. Director, DWCD



Ashish Ranjan

Assistant Director (CTB)

Annexure -A

Name of Branche/District /Office	
Name of branch-In charge/District Officer/ CDPO/Superintendents	
Signature and date	

[illegible]