

## **Format : Award of Contract / Tender Closure Report**

Ref :- Para 23(a) of MoD OM No. 28(3)/2012-D(Res - I) Dated 09 July 2012 and amended on 16 Jan 2013.

### **1. Name of Principal Employer**

2. Requisition Reference

3. Sponsorship letter Number

4. Outcome of Tendering (Successful / Cancelled / Deferred / Delayed)

Reasons :

### **5. Details of Principal Employer**

a. Address :

b. Contract running offr :

c. Location :

### **6. Contract details**

a. Work order number :

b. Duration :

c. Start Dt :

d. Finish Dt :

### **7. Guard details**

a. Armed Guards :

b. Unarmed guards :

c. Supervisors :

d. Total :

Date :

Auth Signatory

Dept

Designation