

Himachal Pradesh  
Public Works Department  
No. PW-CTR-32-20/Genl. Inst/2014 6006-105 Dated: 8/7/2016  
From: Engineer-in-Chief

To

All the Chief Engineer  
In HP PWD

Subject: - **Instructions regarding Providing of Soft copy of tender Notice/Auction Notices/Notifications for publication in Giriraj Weekly.**

A photocopy of letter NO. I&PR-H-(F)6(Advt)-2(W)/2013 - 1919 dated 09/06/2014 as received from Director Information & Public Relations Himachal Pradesh is sent herewith for information and immediate necessary action.

You are, requested to look in the matter personally and direct the Superintending Engineer/Executive Engineer under your control to adhere to the instructions issued by Director Public Relation and ensure to supply the hard copy as well as soft copy of tender Notice/Auction Notices/Notifications in the form of e mail/CD/Pen Drive etc. to the Director Information and Public Relations Himachal Pradesh Shimla -2.

Encl: As above

Engineer-in-Chief  
HP PWD Shimla-2

Copy forwarded to the following for:-

- 1 The Director Information and Public Relations Himachal Pradesh Shimla -2 for information w.r.t. his office letter referred to above.
- 2 All the Superintending Engineers/ Executive Engineers in HP PWD for information and similar necessary action. They are advise to go through the contents of the letter and ensure that hard copy as well as soft copy of tender Notice/Auction Notices/Notifications must be sent to the office of the Director Information and Public Relations Himachal Pradesh Shimla -2.

✓ 3 The Executive Engineer, IT for information. He is requested to place the same on the departmental website.

Encl: As above

*On 4*  
Engineer-in-Chief  
HP PWD Shimla-2

(S) No. I&PR-H-(F)6(Advt.)-2(W)/2013 - 1919  
Department of Information and Public Relations  
Himachal Pradesh, Shimla.

From

*Q 16/6*  
The Director,  
Information and Public Relations,  
Himachal Pradesh, Shimla-2

To

Engineer-in-Chief (PWD)  
Himachal Pradesh, Shimla.

*Fr*  
Dated Shimla-2, the 29 June, 2014.

*CTR*  
Subject: Providing of Soft Copy of Tender Notices/Auction Notices/Notifications  
*Ans*  
*12.6.2014*  
for publication in Giriraj Weekly.

*Sir,*

*CTR-VJ*  
*20/6*  
You are aware that tender/auction notices/notifications etc. of your department are being published in Giriraj Weekly for wide circulation. Keeping in view the fact that hard copies sent by you are to be retyped in Giriraj Office resulting in undue waste of time, labour and resources, a request was made to you to ensure that a soft copy in the form of e-mail/CD/Pen Drive etc. must be sent alongwith the hard copy to obviate the need of re-typing in Giriraj Office. However, despite previous requests including telephone discussion with you, your department has not adhered to the instructions and most of your subordinate offices are still supplying hard copies of tender/notices etc.

*2287*  
*12/6/14*  
You are therefore, requested to issue appropriate directions to your subordinate offices to ensure supply of soft copy in the form of e-mail ([tendersforgiriraj@gmail.com](mailto:tendersforgiriraj@gmail.com)), CD, Pen Drive etc. to this Department alongwith a set of hard copy by impressing upon them that the classified advertisement sent by them without soft copy after 30-6-2014 will not be published in Giriraj Weekly and the concerned officer will be responsible for the consequences of non-publication of the tenders and notices etc., if any.

Yours faithfully,

*Q 16/6*  
Director,  
Information and Public Relations,  
Himachal Pradesh, Shimla-2