

भारत के नियंत्रक एवं महालेखापरीक्षक का कार्यालय  
9, दीन दयाल उपाध्याय मार्ग,  
नई दिल्ली-110 124



OFFICE OF THE COMPTROLLER &  
AUDITOR GENERAL OF INDIA  
9, DEEN DAYAL UPADHYAYA MARG,  
NEW DELHI - 110 124

दिनांक / DATE 27.11.2024

सेवा में,

**सभी कार्यालय प्रमुख,**  
(डाक सूची अनुसार)

**विषय: विभागीय भोजनालय/टिफिन रूम, विभागीय अतिथि ग्रह एवं क्षेत्रीय क्षमता निर्माण और ज्ञान संस्थान (RCB &KI) में 2025-26 के लिए बह्यस्रोतों के माध्यम से कर्मियों को रखने के प्रयोजन से संबंधित।**

महोदय/महोदया,

I am directed to draw your kind attention the above cited subject and to state the followings:

- In pursuance of guidelines issued by FMD and IFA in Hqrs office, all outsource contracts are to be entered into with the concerned agency for complete year from April to March from the next financial year 2025-26.
- In order to avoid unnecessary delay and repeated correspondence in such cases, all the concerned offices having in operation Departmental Canteen/Tiffin Rooms are hereby requested to assess their requirement of requisite staff to be outsourced against available vacancies in the respective Canteen/Tiffin Room and to forward alongwith cadre-wise present SS/PIP/Vacancy position, to this office for appraisal and consideration.
- For Guest/Transit houses, complete details including cadre-wise manpower hired under the existing contract may be furnished for fresh outsource proposal or renewal of the existing contract for the year 2024-25.
- Such proposals may be addressed to the Director (Works) and forwarded along with all relevant information/documents by 15<sup>th</sup> December 2024 positively.
- In respect of Regional Capacity Building & Knowledge Institute (RCB&KI), such proposals may be forwarded directly to K&CB wing being functional wing, for their recommendations.
- For any correspondence in future, kindly email on [saowel@cag.gov.in](mailto:saowel@cag.gov.in).

भवदीय,

(प्रसंजीत दत्ता)

वरि. प्रशासन अधिकारी (डब्ल्यू एंड सी.)