

The Kolkata Municipal Corporation  
Municipal Commissioner's Office  
Central Municipal Office Buildings  
5, S.N. Banerjee Road  
Kolkata – 700 013

Dated: 10/05/2019

**Municipal Commissioner's Circular No. ...16..... of 2019-20**

Of late, it has come to the notice of the KMC authority that in some cases materials supplied by the selected agencies are not functioning up to the entire satisfaction of the concerned department and also not upto the standard for the purpose for which procurement was made.

All Controlling Officers/HODs are hereby directed to inform the CS&P immediately if materials / articles are not up the standard / specification. It may also be informed to the CS&P that if after installation, performance of materials / articles are unsatisfactory. In such cases CS&P will arrange for black-listing of the company / agency with the approval of the competent authority. It may be noted that mere replacement of the materials / articles will not be sufficient.

  
MUNICIPAL COMMISSIONER

Distribution:

- 1) OSD to Hon'ble Mayor
- 2) P.A. to Hon'ble Dy. Mayor
- 3) P.A. to Hon'ble MMICs(all)
- 4) All Borough Chairpersons
- 5) P.A. to Municipal Commissioner
- 6) Spl. Mpl. Commissioner (Rev.)
- 7) Spl. Mpl. Commissioner (Gen. , Dev. & Supply)
- 8) Mpl. Secretary
- 9) CMF&A
- 10) All Director Generals
- 11) All Controlling Officers / HODs