

0471-2721278

NCC Directorate (K&L)  
State Wing  
Thiruvananthapuram

No.6591 / IT-Cell/2016/NCC

13 Aug 2021

From

The Additional Director General NCC

To

Commanding Officer  
1(K) Girls Bn NCC, Trivandrum

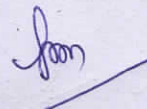
Sir,

Sub: - SOC for obtaining sanction for replacement of toner cartridge of photocopier machine regarding.

Ref: - NCC Group Head Quarters Trivandrum Letter No-A2/2251/1(K) Girls Bn NCC dated 27 Jul 2021 of NCC GP HQ's Trivandrum.

With reference to the letter cited above, it has been observed that instead of forwarding quotation, a tax invoice has been forwarded to this Directorate for issuing necessary sanction. As such you are requested to provide a clarification whether the proposed work has been carried out without obtaining Administrative sanction from ADG NCC. If the work has been carried out without obtaining prior sanction, you are requested to forward a fresh SOC along with proper justification for obtaining Ex- post facto sanction. Hence the SOC is returned unsanctioned.

Yours faithfully,



(Simi Jose)  
Administrative Officer  
For ADG NCC



Copy to- All NCC Group Head Quarters, and NCC units (through website) - For information and please note for future guideline in this regard.