

**Government of West Bengal**  
**Department of Higher Education,**  
**Science & Technology and Biotechnology,**  
**Establishment Branch**  
**Bikash Bhavan, (6<sup>th</sup> Floor) Bidhannagar,**  
**Kolkata-700091**

No.963-HE/(Estt.)/Singly

Dated, Kolkata, the 4<sup>th</sup> May, 2018

From : Shri Debal Kumar Hazra,  
Joint Secretary,  
Department of Higher Education,  
Science & Technology and Biotechnology  
Bikash Bhavan,  
Kolkata-700091

To : The Executive Engineer, P.W.D. (Electrical),  
Bidhannagar Electrical Division,  
Purta Bhavan, Salt Lake,  
Kolkata-700091;

Sub: Submission of Estimate for installation of a Cassette/Split AC in the WBSWAN-Server Room in the 6th Floor of Bikash Bhavan.

Sir,

With reference to the subject mentioned above I am directed to request you to kindly furnish an estimate for supply, installation and commissioning of a new Cassette/Split type Air Conditioner of requisite capacity (probably 0.75 or 1 Ton) in the West Bengal State Wide Area Network (WBSWAN) server room in the 6th floor of Bikash Bhavan at your **earliest convenience**.

The absence of an A.C. in the said room is causing heating of server equipments and frequent network failures thereby hampering regular office work. So, this may be treated as **most urgent**.

Yours faithfully,

Sd/- D.K. Hazra

Joint Secretary  
to the Government of West Bengal

No.963/1(2)-HE/(Estt.)/Singly

Dated, Kolkata, the 4<sup>th</sup> May, 2018

Copy forwarded for information and necessary action to:-

1. The Assistant Engineer, P.W.D., Bidhannagar Electrical Sub-Division-I, Purta Bhavan, Salt Lake, Kolkata-700091;
2. The Junior Engineer, P.W.D., Bidhannagar Electrical Sub-Division-I, Bikash Bhavan, Grd. Floor, Salt Lake, Kolkata-700091.

Sd/- D.K. Hazra  
Joint Secretary  
to the Government of West Bengal

No. 963/2(3)-HE/(Estt.)/Singly

Dated, Kolkata, the 4<sup>th</sup> May, 2018

Copy forwarded for information to :-

1. The Sr. P.S. to the Additional Chief Secretary, Deptt. Of HE, S&T and BT;
2. The Sr. P.S. to the O.S.D. and E.O. Secretary, Department of HE, S&T and BT;
3. The P.A. to the Special Secretary (IT Cell & e-G), Department of HE, S&T and BT;
- ✓ 4. The Officer-on-Special Duty (IT Cell & e-G), Department of HE, S&T and BT.

*DAVON*  
Joint Secretary  
to the Government of West Bengal