

From:
Prof. Nimai Chandra Saha
The Addl. Director of Public Instruction, W.B.
Education Directorate, 8th Floor
Bikash Bhawan, Salt lake, Kolkata-700091
Contact No: 9051342474
E. mail: mr.nsaha@rediffmail.com

Date: 06.06.2014

To:
The Principal/ Teacher- in- Charge

Sub: Requesting for furnishing the information of **College Name, Account No., Name of Bank, Branch Name and IFS Code** needed by the Asstt. Director of School Education (Physical Education), W.B. for disbursement of fund @ Rs. 10,000/- per College for procurement of sports goods drawn in terms of Dept. of Youth Services, W.B.

Ref: G.O. No. 340 (PS) –YS/P/1S/36/2013 (Pt) dt. 28.02.2014 of Dept. of Youth Services and Memo No. 202 Phy.Edu. /2G-02 Phy- 2014 dt. 05.05.2014 of Asstt. Director of School Education (Physical Education), W.B.

Sir,

I would like to inform you that the Asstt. Director of School Education (Physical Education), W.B. (Drawing and Disbursing Officer) has requested to furnish the following information of **100 colleges in Kolkata in soft copy (MS Excel)** for the purpose of disbursement of fund @ Rs. 10,000/- per College for procurement of sports goods drawn in terms of Dept. of Youth Services, W.B.

I, therefore, request you to kindly furnish the same in the following format:

Sl. No.	Name of College	Account No.	Name of Bank	Name of Branch	IFS Code
01	02	03	04	05	06

An early action in this regard will be highly solicited for the major interest of College games and sports.

Please send the information in the above stated mail.

Thanking You,
Yours faithfully,

Dr. Nimai Chandra Saha