



## J&K Economic Reconstruction Agency

Hotel Tramboo Continental, Dalgate, Srinagar

13 C/C Gandhi Nagar, Jammu



- Team Leader DSC-1 (Stup, Jammu Urban)
- Team Leader DSC-2 (ICT, Kashmir Urban)
- Team Leader DSC-3 (ICT, Jammu Transport)
- Team Leader DSC-4 (Span, Kashmir Transport)

In continuation to ERA office Order no: 17 JK ERA of 2012 dated 22-02-2012, the documentation of 71 completed contracts need to be digitised at the first instance.

You are directed to submit the documentation of each completed contract in your scope in PDF format acceptable to Networks Administrator by or before 9-3-2012. Large documents can be divided into volumes for easy management. Following documentation in PDF form, properly labelled shall be submitted on a compact disk or transmitted electronically to this office.

1. SAR (Summary Appraisal Report)
2. DPR (Detailed Project Report)
3. Final Drawing
4. Variation Statements and Time Extensions

List of completed contracts is attached. Dynamic list can be downloaded from PMIS or a copy received from Networks Administrator.

No:- ERA/CEO/101/Adm/6519-29  
Dated:- 27-02-2012

  
Director Finance

### Copy to:

1. Director Urban
- ✓ 2. Networks Administrator to Email the list of completed contracts to all DSC's.
3. TL PMC to ensure the compliance
4. PA to CEO for kind information of CEO.