

F.No. D-28012/1/2021-Admn.II
Government of India
Ministry of Fisheries, Animal Husbandry and Husbandry
Department of Fisheries

1st Floor, Chanderlok Building
36 Janpath, New Delhi
Dated the 03rd January, 2022

CIRCULAR

Sub.: Hiring services of Records Management in the Department of Fisheries.

Department of Fisheries, Ministry of Fisheries Animal Husbandry and Dairying, New Delhi proposes to hire services of an agency for its records management. The Department has about 4000 files/documents which need to be maintained properly and it should be easily retrievable on requirement of the Department. Storage space of the service providers should be in Delhi-NCR region. The service provider is required not only to protect and preserve the records physically in scientific manner, it has also to ensure of maintaining confidentiality of the contents of the records.

Interested parties (agencies/firms) may submit their terms and conditions online giving complete details of facilities available, postal address, contact number, email id and charges levied for the services to the undersigned within 10 days of uploading this circular on the Departments website.



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NIC (it may bel uploaded on the website of the Department of Fisheries under What's new and under Admn.II division).