

No.
Government of India
Dte. General of Supplies & Disposals
Jeevan Tara Building, Parliament Street

New Delhi, the

To

M/s _____

Subject:

Dear Sirs,

Since you have failed to comply with the terms and conditions of the above referred contract and since the above referred contract has already been cancelled you are liable to pay a sum of Rs. _____ as to the risk purchase loss/general damages due to the aforesaid breach committed by you.

2. In this connection, your attention is invited to the earlier demand notice dated _____ already served upon you. As you have failed to deposit the said amount you are also liable to pay interest also on the aforesaid sum of Rs. _____.

3. You are, therefore, hereby again called upon to pay the aforesaid sum of Rs. _____ along with the interest at the rate of 9% on the said sum immediately and deposit the said amount in any Government Treasury and forward immediately the Treasury Receipt to this office in token of having done so as to reach this office latest by _____ (15 days from the date of issue of the notice may given) or you may pay the aforesaid amount along with interest by crossed demand draft on State Bank of India in favour of the Section Officer, Directorate General of Supplies and Disposals immediately so as to reach this office latest by _____ (15 days time from the date of issue of the notice may be given). In default of the payment of the aforesaid date, the purchaser will be constrained to take appropriate steps under the terms and conditions of the contract and will also constrained to refer the dispute to arbitration as per the agreed conditions of contract contained in form DGS&D-68 (Revised) without making any further reference to you.

4. This is, however, without prejudice to other rights and remedies of the purchaser under the terms and conditions of the contract.

Yours faithfully,

(_____)
Deputy Director of Supplies
For and on behalf of the purchaser