

(भारत सरकार एवं दिल्ली सरकार का एक संयुक्त उपक्रम)
(A JOINT VENTURE OF GOVERNMENT OF INDIA AND GOVT. OF DELHI)

Date: 17.11.2021

(मैट्रो भवन, 13 फायर ब्रिगेड लेन बाराखंबा रोड़, नई दिल्ली-110001)
Metro Bhawan, 13, Fire Brigade Lane, Barakhamba Road, New Delhi-110001

6. You are requested to contact the DGM/E&M-I immediately for further necessary action in this matter and to start the work within 7 days from the date of issue of this L.O.A. or as per the instructions of Engineer.
7. All the works shall be executed in accordance with the specifications stipulated in Tender.
8. It may please be noted that until a formal agreement is executed, this letter will constitute a binding Contract between you and DMRC. Please take necessary action as required vide Clause Nos. F4 and F5 of Instructions to Tenderers (ITT) regarding signing of agreement within 45 days from the issue of Letter of Acceptance and submission of performance security within 30 days from the date of receipt of LOA. Further, it is pertinent to mention that delay in submission of performance security shall attract penal interest/lead to termination as per clause 4.2 of GCC.
9. You are instructed to register yourself on vendor payment portal on receiving the LOA. The instructions to do the same are provided in Annexure-A.

Thanking you,

Yours sincerely,
For Delhi Metro Rail Corporation Limited

निखिल कुमार / NIKHIL KUMAR
(Nikhil Kumar)
DGM/E&M-I
उप महाप्रबंधक, ई एवं एम/डी, दिल्ली मेट्रो रेल कॉर्पोरेशन लिमिटेड
Delhi Metro Rail Corporation Ltd.
मेट्रो भवन, नई दिल्ली-110001
Metro Bhawan, New Delhi-110001

Encl: - One Copy of this letter in duplicate, Annexure-A.

ANNEXURE A

In order to facilitate contract management and ensure timely processing of requests made by the vendor, DMRC has implemented the Vendor Payment Portal that will allow the vendor to register themselves, raise payment requests, modify vendor information and request variation in contract. The portal will provide updates to the vendor and DMRC of the current status of the process and help to ensure timely action.

To register on the portal follow these steps

1. Go to : <https://vpp.dmrc.org>
2. Click on vendor sign up button.
3. Enter the required contact information and contract details.
4. The information about nodal officer may be obtained from engineer-in-charge
5. Click on submit button.
6. You will get the message "Your request has been sent to the nodal officer for verification. Once verified, you will receive notification via email and sms."

In case of any queries, click the help button on the landing page:

1. Queries can be sent on the following email id : vpp.support@dmrc.org
2. User manual is available by clicking the button: "Download vendor user manual" on the help page


निकिल कुमार / NIKHIL KUMAR
उप महाप्रबन्धक/डी एंड एम/Dy. Commr. (M&E) DMRC
डिप्टी मेनर रेल कार्पोरेशन लिमिटेड
Delhi Metro Rail Corp. Ltd.
आर.एम.डी.एच. रोड, एन.डी.एच.
एन.डी.एच., नए दिल्ली-110001