



दिल्ली मेट्रो रेल कॉर्पोरेशन लि० DELHI METRO RAIL CORPORATION LTD.

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

No. DMRC/Tender (O&M)/ OCC-1796/2024/1840/ 6426

Dated: 17.04.2025

LETTER OF ACCEPTANCE

M/s Span Communications
B-174, B Block, East of Kailash
New Delhi-110065
Telephone- 011-41722700/26332700
Email- shilpakumar@spancom.in, delhispan@gmail.com

Sub: Contract: OCC-1796: "Engagement of a Professional Agency for managing DMRC's Social Media Activities".

- Ref: (i) Online Open Tender submission on e-tendering portal on 05.02.2025.
(ii) Opening of Technical bids online on 06.02.2025.
(iii) Opening of Financial bids online on 08.04.2025.

Dear Sir,

1. With reference to above, Letter of Acceptance (LOA) is hereby issued to you for the above mentioned work at total cost of **₹1,63,70,212.45 (Rupees One Crore Sixty Three Lakhs Seventy Thousand Two Hundred Twelve and Forty Five Paise Only)** including all taxes, duties, octroi, royalties, levies etc.
2. This 'Letter of Acceptance' is sent herewith to you in duplicate. You are required to return one copy of it duly signed by you on all pages indicating "Unconditional Acceptance" thereof so as to reach the undersigned within seven days of the receipt of this letter.
3. This "Letter of acceptance" shall be treated as "Notice to Proceed" as defined in clause 8.1 of GCC and the completion period for this work is **03 Years (36 Months) (further extendable by two more years based on satisfactory performance)** from the stipulated date of commencement of work as defined in Para 6.
4. You shall ensure full compliance with Tax Laws of India with regard to this contract and shall be solely responsible for the same. You shall keep the employer fully indemnified against your liability of tax, interest, penalty etc. in respect there of which may arise.
5. JGM/CC of this organization will be the Engineer for this contract.

[Signature]
17/04/2025

हरीश कुमार / Harish Kumar
उप मुख्य अभियंता / निविदा/ओ एंड एम/ Dy. CE / Tender / O&M
दिल्ली मेट्रो रेल कॉर्पोरेशन लि/ Delhi Metro Rail Corp. Ltd.
मेट्रो भवन, फायर ब्रिगेड लेन/ Metro Bhawan, Fire Brigade Lane,
बाराखम्बा रोड, नई दिल्ली-110 001 / Barakhamba Road, New Delhi-110 001

Page 1 of 2 (OCC-1796)

6. You are requested to contact the JGM/CC immediately for further necessary action in this matter and **date of commencement of this work is 16.06.2025**.
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 No. F4 and F5 of Instructions to Tenderers (ITT) regarding signing of agreement within a period of 30 days of submission of performance security or 60 days from the issue of Letter of Acceptance whichever is later. 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. Link for registration is <https://vpp.dmrc.org.in> in case of any queries, queries can be sent on the following email.id: vpp.support@dmrc.org. User manual is available by clicking the button: "Download vendor user manual" on the help page.

Thanking you,

Yours sincerely,



(Harish Kumar)
Dy.CE/Tender(O&M)

For Delhi Metro Rail Corporation Limited

हरीश कुमार / Harish Kumar
उप मुख्य अभियंता / निविदा/ओ एंड एम/ Dy. CE / Tender / O&M
दिल्ली मेट्रो रेल कॉर्पोरेशन लि/ Delhi Metro Rail Corp. Ltd.
मेट्रो भवन, फायर ब्रिगेड लेन/ Metro Bhawan, Fire Brigade Lane,
बाराखम्बा रोड, नई दिल्ली-1/ Barakhamba Road, New Delhi-1