**APPROVAL NOTE Date: 30/03/2022**

**Sh Aman Dadwal / Sh Devendra sain**

This is put up for your consideration & Approval / comments please for purchase of plotter / scanner for our technical office & administrative office important works such as laisioning ,projects work. Approx cost as per party quotation is **Rs 130000 (plotter) + Rs 60000 (Scanner/printer)**.

There is no printer / scanner / plotter for technical office / drawing office so we have to rush towards administrative building for taking prints maximum A3 size and for taking prints in size A2 / A1 / AO & for scanning old drawings we have to depend on outside agency who charges Rs 180 to Rs 200 per copy which looks costly as for submitting drawings in Government offices in A2 / A1/AO sizes and for projects execution also required ,as in A4 / A3 size dimensions of the plan/building is not visible properly and lot of calculation mistake happens.

 Thanking You,

Anant Tyagi / Anil Dalmia