



# कयर बोर्ड COIR BOARD

(सूक्ष्म, लघु और मध्यम उद्यम मंत्रालय, भारत सरकार  
Ministry of MSME, Govt. of India)

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दिनांक .....

Date:

20.02.2024

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No:..... I-11011(11)/4/2022-ERS

## **CIRCULAR**

### **Sub: Procurement of desktop version of the Biometric Attendance System**

In order to record the attendance of the employees without any interruption, it has been approved by the CA to have a desktop version of the Biometric Attendance System (FM220U) in all the sub-offices, in addition to the tablet model Bio-Metric Attendance System. Hence, all the sub-offices, where the device has already been procured are, therefore, requested to share the Serial Number of the FM220U Desktop Version of Biometric Attendance Devices, for RD Service renewal, if required.

The sub-offices where the device is yet to be procured may procure the same through GeM Portal within the estimated cost of Rs.3,500/- and install the same on or before 29 February, 2024.

After procurement, the GST bill may be forwarded to HO with due certification and stock entry, so as to enable to make the payment directly to the supplier.

  
Deputy Director (ERS)

To

1. All Sub-Offices/Showrooms of Coir Board
2. Website
3. E-office Notice Board