

JAIPUR VIDYUT VITRAN NIGAM LIMITED

CIN: U40109RJ2000SGC016486

Regd. Office: Vidyut Bhawan, Jyoti Nagar, Jaipur - 302005
TELEFAX: 0141-2741134 ; Website: energy.rajaasthan.gov.in/jvvn
E-Mail: md@jvvn.org

No. JPD / CS / D. **461**

December 30, 2019

Director (Finance / Technical)
ZCE / CE / ACE (JZ / KZ / BZ / CA-HQ / MM / PPM / M&P-IT / Civil / TS & QC)
CCOA / Secretary (Admn.) / ASP (Vig.) / CPO / CAO (FM-W&M / IA / RR&B)
SE (MIS / RE / Civil / Legal) / TA to MD / PRO
Jaipur Vidyut Vitran Nigam Limited,
Jaipur

Sub: Compulsory information on the letter heads and other correspondence of the Company

As you are aware that as per Section 12 of Companies Act, 2013, notified w.e.f. 01.04.2014 a Company is required to disclose following information in its business letters, bill heads, letter papers and in all its notices and other official publications:

1. Full name of the Company;
2. Address of its registered office;
3. Corporate Identity Number allotted by ROC;
4. Telephone number, fax number;
5. Website address;
6. E-mail : jaipurdiscom@jvvn.org (compulsorily uniform for all and one extra if any)

You are directed to incorporate above information on all business letters, bill heads, letter papers and in all its notices and other official publications with immediate effect. To facilitate a draft of above information is appended below:

JAIPUR VIDYUT VITRAN NIGAM LIMITED

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TELEFAX : ; Website: energy.rajaasthan.gov.in/jvvn
E-Mail: jaipurdiscom@jvvn.org


A. K. Gupta
Managing Director

Copy to:

- ✓ 1. SE (IT), Jaipur Discom, Jaipur for incorporating / updation the above information on the Jaipur Discom's website.
2. CAO (R&B), Jaipur Discom, Jaipur for incorporating the above information on the electricity bills.
3. SE (Civil), Jaipur Discom, Jaipur for putting the above information on the building of all the Sub - Division / Division / Circle and other offices of the Company.

Office of SE(IT), JVVNL, Jaipur
IDENTITY/JM/IAEN(IT)/AAD(IT-C)
PA/Asst Programmer/Store/
File/Dr. (IT)
SR No 2375
Dt 30.12.19
PA
AP


Managing Director