

**BERENDINA EMPLOYMENT CENTER (GUARANTEE) LIMITED**

No: 44/3, 3rd Floor, Narahenpita Road, Nawala.

Tel: 011 4367632, 011 4367641, 011 4380830 | Fax: 011 4209677

Web: www.berendina.org, www.jobsberendina.com | Email: info@berendina.org

Company Registration No. GL 2303

Divisional secretary,
Divisional Secretariat,
Verugal.
19-10-2020

Dear Sir

Items Handed over to Divisional Secretary Office Verugal


We have Handedover below items to Establish Carrier Information Centre at verugal DS office at Trincomalee District.

No	Items Name	Quantity
01	Innovex Tempered Class LED TV	01
02	TV Bracket	01
03	Piyestra Writing Table	01
04	Typist Chair	01
05	Plastic Chairs	02
06	Filing Rack	01
07	Big Sign Board	01
08	Small Sign Board	02

Please give your Confirmation for Goods Received.

Thankyou.


District manager,
Berendina Employment Center (Gte)Ltd
Kandasamy Kovil Road
Trincomalee
Berendina Employment centre
Trincomalee


29/10/2020
K.KUNANATHAN
DIVISIONAL SECRETARY
VERUGAL