

MoP – I Up to Rs. 25K Through GeM

Approvals over the Indent No _____

Officer	Statement/ Remarks	Signature																		
Dy. Registrar (Accounts)/ Assistant Registrar (Accounts)	<p>(Funds available/ Not Available) Under _____ head</p> <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="width:10%;">S. No.</th> <th style="width:60%;">Item Name</th> <th style="width:30%;">Amount</th> </tr> </thead> <tbody> <tr><td align="center">1</td><td></td><td></td></tr> <tr><td align="center">2</td><td></td><td></td></tr> <tr><td align="center">3</td><td></td><td></td></tr> <tr><td align="center">4</td><td></td><td></td></tr> <tr><td align="center">5</td><td></td><td></td></tr> </tbody> </table> <p><i>Remarks if any:</i></p>	S. No.	Item Name	Amount	1			2			3			4			5			
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	1																			
	2																			
	3																			
	4																			
	5																			
Faculty I/C (Stores)	<p>The Demand on GeM has been generated and valid for 5 days only from date of generation.</p> <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="width:10%;">S. No.</th> <th style="width:60%;">Demand No</th> <th style="width:30%;">Date</th> </tr> </thead> <tbody> <tr><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td></tr> </tbody> </table>	S. No.	Demand No	Date																
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Head of the Department/ School/ Section/ Centre/ Club/ Event (Competent Financial Authority)	<p align="center">The indent is: (Approved/ Not Approved) Purchase Order to be placed through GeM</p> <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="width:40%;">S. No.</th> <th style="width:60%;">Amount</th> </tr> </thead> <tbody> <tr><td></td><td></td></tr> <tr><td></td><td></td></tr> <tr><td></td><td></td></tr> <tr><td></td><td></td></tr> <tr><td></td><td></td></tr> </tbody> </table>	S. No.	Amount																	
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