

**MoP – II: Between ₹ 25K and ₹ 5,00,000/- Through GeM**

Approvals over the *Indent No* \_\_\_\_\_

<b>Officer</b>	<b>Statement/ Remarks</b>	<b>Signature</b>
<b>Head of the Department/ School/ Section/ Centre/ Club/ Event</b>	Attached technical specifications are generic in nature and in compliance to rule 144 of GFR 2017 sub-clauses (i-v).	
<b>Dy. Registrar (Accounts)/ Assistant Registrar (Accounts)</b>	Funds of amount _____ is _____ <i>Under</i> _____ <b>head.</b> <i>Remarks if any</i>	
<b>Faculty I/C (Stores)</b>	<b>(Valid Only in Case of Direct Purchase)</b> The Demand on GeM has been generated and valid for 5 days only from date of generation.  Demand No. _____ dated: _____  Demand Expiry Date: _____  <b>(Recommended/ Not Recommended)</b>	
<b>Head of the Department/ School/ Section/ Centre/ Club/ Event (Competent Financial Authority)</b>	<b>(Valid Only in Case of Direct Purchase)</b> The indent is: <b>(Approved/ Not Approved)</b> Purchase Order to be placed through GeM for an amount of Rs. _____ <i>Remarks if any:</i>	

<p><b>Faculty I/C (Stores)</b></p>	<p align="center"><b>(Valid only in case of Bidding)</b></p> <p>The Technical Bid is generated on GeM.</p> <p>Bid Generation Date _____</p> <p>Bid Opened Date _____</p> <p>No. of bids received _____</p> <p>Technical bids forwarded to the Chairman Technical Evaluation Committee</p>	
<p><b>Head of the Department/ School/ Section/ Centre/ Club/ Event</b></p>	<p>File is sent to the Faculty I/C(Stores) after technical evaluation of the bids on _____</p> <p>No. of qualified bidders: _____</p>	
<p><b>Faculty I/C (Stores)</b></p>	<p>The Demand on GeM has been generated and valid for 5 days only from date of generation.</p> <p>Demand No. _____ dated: _____</p> <p>Demand Expiry Date: _____</p>	
<p><b>Head of the Department/ School/ Section/ Centre/ Club/ Event</b> <i>(Competent Financial Authority)</i></p>	<p align="center">The indent is: <b>(Approved/ Not Approved)</b> for Purchase Order to be placed on GeM for an amount of Rs. _____</p> <p>I confirm to comply with the post purchase requirements likewise stock entry, verification of bills, etc. within 5 days from the date of CRAC or 12 days from the date of receipt of items in the department.</p> <p align="center">Bills are sent to Store section on dated _____</p> <p align="center">For stock entry verification only</p>	