

Forms and Formats for Procurement

Form	Description	File
Indent Slip A	For Consumable Items (Readily Available in Store Section)	Indent Slip A
Indent Slip B	For Urgent Purchase of Items Not-available in Stores Section	Indent Slip B
Indent Slip C	For Consumable /Non-Consumable (Up to ₹ 25000/-)	Indent Slip C
Indent Slip D	For Consumable /Non-Consumable (Above ₹ 25000/-)	Indent Slip D
Indent Slip E	For Procurement of Services/work	Indent Slip E
Indent Slip F	For Service/Repair Work	Indent Slip F
MoP-I	Up to ₹ 25,000/- Through GeM	MoP-I
MoP-II	Between ₹ 25,000/- and 5,00,000/ Through GeM	MoP-II
MoP-III	Between ₹ 5,00,000/- and 25,00,000/- Bidding Through GeM	MoP-III
MoP-IV	Between ₹ 25,00,000/- and 1,00,00,000/- Bidding Through GeM	MoP-IV
MoP-V	Between ₹ 15,000/- and 25,00,000/- Through Tenders	MoP-V
MoP-VI	Between ₹ 25,00,000/- and 1,00,00,000/- Through Tenders	MoP-VI
MoP-VII	Up to ₹ 2,50,000/- Through Purchase Committee	MoP-VII
MoP-VIII	Between ₹ 25,000/- and ₹ 5,00,000/- Through Proprietary	MoP-VIII
MoP-IX	Between ₹ 5,00,000/- and ₹ 25,00,000/- Through Proprietary	MoP-IX
MoP-X	Above ₹ 25,00,000/- Proprietary Article Certificate Buying	MoP-X
PAC	Proprietary Article certificate	Proprietary Certificate
Bank Performa	Bank Payment Performa	
Warranty	Warranty Certificate	Warranty Certificate
TER	Technical Evaluation Report	Performa