



राष्ट्रीय प्रौद्योगिकी संस्थान गोवा NATIONAL INSTITUTE OF TECHNOLOGY GOA

फर्मागुडी, फोंडा, गोवा - 403 401, इंडिया
Farmagudi, Ponda, Goa - 403 401, India

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Phone / दूरभाष : 0832-2404206

Dept. Ow No. _____ dt. _____ Office Iw No. _____ dt. _____

SEED MONEY PROCUREMENT INDENT CUM ADMINISTRATIVE AND FINANCIAL APPROVAL FORM (To be submitted to the Director for Approval)

Date: _____

Project Investigator Name: _____

Dept. Name: _____

Name of the Project: _____

Type of Procurement: Non-Consumable ☐ Consumable ☐ Service ☐

Total fund sanctioned for the project: Rs _____

Total fund utilized for the project till date: Rs. _____

Description of Procurement (Goods, Services)					
Sr. No.	Name of Goods/Services	Quantity	Unit Value	Spec Attached (Yes/No)	Total Price in Rs.
1					
2					
3					
4					
Total Amount requested to be sanctioned for this purchase in Rs.					
Note: Attach signed separate list as per the format if no. of goods to be procured are more than 04 nos.					

Declaration:

I hereby declare that the specification is/are attached herewith and quantity mentioned in the above table is as per the requirement of the project.

I also declare that the goods at sr. no. _____ are available/ not available in Government e-Marketplace.

I hereby request you to give administrative and financial approval for purchase of Items mentioned as per General Financial Rules 2017. I also declare that the above information is given is true.

It is also requested to constitute the following proposed committee for purchase of the same.

- | | | | |
|------------------------|---------------|-------------------------|--------------------|
| 1. <u>Dean R&C</u> | (Chairperson) | 3. <u>Registrar I/C</u> | (Member) |
| 2. HOD (_____) | (Member) | 4. _____ | (Member Secretary) |

Project Investigator (HOD _____) Dean R&C Dealing Assistant (AR PUR-I/C) Registrar I/C

DIRECTOR