

**PURCHASE OF GOODS WITHOUT QUOTATIONS**

(For purchase of goods up to the value of ₹ 15,000 / ₹1, 00,000)

(Strike out whichever is not applicable)

- a) “I Shri/Ms. /Dr. ...., am personally satisfied that these goods purchased are of the requisite quality and specification and have been purchased from a reliable supplier at a reasonable price”.
- b) “It is further certified that the required item is for specific use of the R&D and will be utilized for the project titled..... (Project No.)” - (Strike out whichever is not applicable)
- c) “It is certified that the item is not available in the store.”

Sanctioned ₹ \_\_\_\_\_ (Rs. ....)

**Signature of Indenting Officer**

Date:.....

**Signature of the Sanctioning Authority/ Project Leader**

Date:.....

Name & Designation: .....