

VISVA-BHARATI
SANTINIKETAN



CENTRAL PURCHASE SECTION

NOTICE

As per the notification issued by Development Section, Visva-Bharati vide No.Dev./Annual Allocation/173/2020-21 dated 01/02/2021 in continuation of its communication vide No.Dev./Annual Allocation/111/2020-21 dated 01/12/2020 and No.Dev./Annual Allocation/127/2020-21 dated 29/12/2020, the undersigned is directed to request all Directors, Principals of Bhavanas / Vibhagas, Heads of both Academic and Administrative Departments/Sections/Centers/Offices of the University, to send Indent (in prescribed format duly filled in) for purchasing/procurement of Equipment / Laboratory items, Furniture & Fixture' etc. under Capital Assets for the year 2020-21 through GeM within 15.02.2021 to the undersigned.

In case of purchase of Air Conditioner (AC), it is mandatory to furnish AC load bearing Certificate.

It is also requested to specify the contact details with phone number of the person dealing with the said matter in the Indent for necessary communication.

All concerned are requested to extend necessary co-operation in this regard.

Memo No.CPS/842/2020-21

Date: 06.02.2021

6/2/2021
Assistant Registrar
Central Purchase Section
Visva-Bharati

Copy for information & necessary action to:

1. All Directors, Adhyakshas of Bhavanas/ Vibhagas
2. All Heads of both Academic and Administrative Departments/Sections/Centers/Offices
3. Finance Officer(Acting)
4. Joint Registrar , Accounts
5. Internal Audit Officer (Acting)
6. D.R & C.S.to Upacharya
7. PA to Registrar
8. University Webmaster- with a request to upload it in the University website