

INDIAN INSTITUTE OF TECHNOLOGY BHUBANESWAR

FINAL PURCHASE PROPOSAL FORM

School/Centre/Section:

FUND: OPERATING/EQUIPMENT PURCHASE: INDIGENOUS/FOREIGN

Requisition No.: Date:

1. Item to be purchased :

Approximate Value of the purchase as in Rupee**s :**

a) Is routine purchase procedure followed :

b) Is the item available on the Institute rate contract :

(If yes, mention the rate contract No. & Date) R/C No.

Is the item being purchased of proprietary nature :

(if yes, please provide proprietary nature certificate)

1. Whether the purchase proposal has been adjudicated :

By the School Purchase Committee

i) Work Order to be placed on : **M/s.**

ii) Dealer name of the :

Principal to whom the order will be placed &

address of the Indian Dealer

1. Validity of the offer :
2. Terms of payment: (pl. put a ✓ mark)

**Indigenous:**  Payment may be made through RTGS /NEFT

**Foreign:** Letter of Credit/Sight Draft\*/ Advance Demand Draft\*/ Wire Transfer\*

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**Indenter/PIC**

Approved

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Signature of HOD/HOS/HOC/Prof. in charge