



No. MANUU/Admn & Gov/F.43/2016-17/65

31st May, 2016

Circular

**Sub: MANUU-Administration & Governance Section -Routing of the
Proposals/ Requests for procurement of equipment/furniture
and repairs-reg.**

Ref: Vice- Chancellor's approval dated 17.05.2016

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Apropos subject and reference cited, it is informed to all the Heads of off Campuses i.e. CTEs, ITIs/Polytechnics, Model School Campuses, Satellite Campuses, Women Arts & Science College, Regional Centres & Sub Regional Centres that sanction of advance for procurement of equipment/furniture and repairs etc, shall be addressed to the Purchase Section and not to anyone else to avoid double sanction of advance.

This may be noted and routed accordingly.


Asst. Registrar
1/1/16

To

All the Heads of CTEs, ITIs/Polytechnics, Model School Campuses, Satellite Campuses, Women Arts & Science College, Regional Centres & Sub Regional Centres.

Copy to

1. The VC/Registrar's peshi
2. Director, DDE
3. Joint Registrar, off Campuses (Regular)
4. Purchase & Stores Section
5. F&A Section
- ✓ 6. Director, CIT -for uploading the information on University Website.
7. Concerned file