



VARDHAMAN MAHAVEER OPEN UNIVERSITY, KOTA
(FORMERLY NAME: KOTA OPEN UNIVERSITY, KOTA)
Rawatbhata Road, Kota-324021

PURCHASE – INDENT

Ref. No.:

Date:

1. Name of Department :-----

2. Item Required :-----

S.No.	Item	Specifications(with Make if any)	Quantity	Estimated Cost (in Rs.)
1.				
2.				
3.				
4.				
5.				

Justifications: -----

It may be purchased through:

- | | |
|--|---|
| 1. Spot Purchase | 2. Request for quotation |
| 3. Single source procurement | 4. Electronic reverse auction |
| 5. Limited bidding | 6. Open completeive bidding |
| 7. Rate Contract | 8. DGS&D |
| 9. E- Tendering | 10.Head of Expenditure: UOS/DEC/Other fund. |
| 11. Major head: Capital Exp. /Recurring Exp. | 12. If any other:----- |

Signature of indenter

Name:.....

Signature (HOD) with Seal

Name:.....

Note:

1. Please specify the budget head with sub head (if any):
2. Please sent demand via Central Store (Registrar Office).

Comments of Store/Purchase Department/CPC:-