



**अनुसंधान एवं विकास अनुभाग, भारतीय प्रौद्योगिकी संस्थान रोपड़**  
**Research & Development Section, Indian Institute of Technology Ropar**  
 Rupnagar, Punjab-140001, Ph. 01881-231149, E-mail: purchase.rnd@iitrpr.ac.in

**SANCTION SHEET**

- Indenter:		- Department:	
- Project Name/No.:		- Approved Fund:	
- Purchase Mode:		- Item Category:	

As recommended by the committee, the procurement is proposed as follows:

**Supplier:**

**Quotation#/Date:**

Sl. No.	Description	Qty	Rate	Amount

In case of Non-GeM PO value >Rs. 10 Lakhs, Draft PO for audit enclosed.

भंडार एवं क्रय / Stores & Purchase	लेखा / Accounts
The purchase proposal is checked and found in order for further processing, please.	Budget noted, funds available under above mentioned head is Rs. _____, debit to _____.
(सम्बंधित सहायक)	(सम्बंधित सहायक) (सहायक कुलसचिव)
लेखा परीक्षा / Audit Section (Above Rs. 2 Lakhs)	
The purchase proposal is checked and found in order/following are the observations:	
_____	
_____	
_____	
(सम्बंधित सहायक)	(उप कुलसचिव)

अनुमोदन हेतु प्रस्तुत/Submitted for approval, please.

सहायक कुलसचिव  
Assistant Registrar

(अधिष्ठाता, अनु. एवं विकास/Dean R&D)  
- Recommended/Approved upto Rs. 15 Lakhs

(निदेशक/Director)  
- Approved (above Rs. 15 Lakhs)