



भारतीय प्रौद्योगिकी संस्थान रोपड़
INDIAN INSTITUTE OF TECHNOLOGY ROPAR

रूपनगर, पंजाब-140001/ Rupnagar, Punjab-140001

Ph. 01881-230142, 230154, 230155 (Stores)

e-mail: purchase@iitrpr.ac.in, stores@iitrpr.ac.in

File No. 208-19/IITRPR/PS/ 518

Dated: 06.09.2019

Circular

Subject: Purchase of Stationery items at Department/Section Level only.

To bring efficiency and better control system, the Competent Authority has approved to procure small value of Stationery items at Department level only. Every Department/Section may procure the small value of Stationery items from their Department/Section Budget based on their requirement and quality similar to procurement of Consumable items. However, the photocopier Paper, File Cover and Printed Envelops will be procured and provided by Stores and Purchase Section in bulk quantity

This issues with the approval of the Director, IIT Ropar.

73. May 2019

Registrar

Copy to:-PA to Registrar

कुलसचिव / Registrar
भारतीय प्रौद्योगिकी संस्थान रोपड़
Indian Institute of Technology Ropar
फौज रोड, रूपनगर-140001 पंजाब
Nangal Road, Rupnagar-140001 Punjab