

Department of _____

No. _____

Date _____

Subject: Approval for Purchase of Items related to Faculty Research Project

The Vice Chancellor is requested to approve the purchase of following items within the estimated cost of Rs. _____/= (in words) for the Faculty Research Project titled:

_____.

Sr. No.	Items	Estimated Cost
1.		
2.		

Expenditures will be incurred out of the allocated amount of Rs. _____ /= (in words) vide Notification No. _____ Dated _____.

The purchase will be made by observing all the codal formalities outlined in the Purchase Rules, and the Payment Bill will be submitted to the Treasurer through the Office of Research, Innovation and Commercialization.

Principal Investigator _____

Chairperson, Department of _____

Dean of Faculty _____

Budget Allocation :	Rs. _____
Previous Expenditure:	Rs. _____
Present Expenditure :	Rs. _____
Total Expenditure :	Rs. _____
Balance :	Rs. _____
Asst. Director ORIC:	_____

Director ORIC _____

Vice Chancellor _____