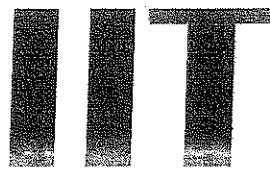




भारतीय
प्रौद्योगिकी
संस्थान
काशी हिन्दू विश्वविद्यालय



INDIAN
INSTITUTE OF
TECHNOLOGY
BANARAS HINDU UNIVERSITY

Forming the nation since 1919

☎ : 0542-6702070 - 72; FAX : 91-542-2368428; e-mail : registrar@iitbhu.ac.in

कुलसचिव कार्यालय

Office of the Registrar

Ref. No.: IIT (BHU)/I. P. Cell/GeM/2018 - 19/345

Dated : 13th July 2018

The Director,
All the Deans,
The Registrar,
All the Heads of the Departments / Coordinators of the Schools,
The Coordinator, Gandhi technology Alumni Centre,
The Chief Councillor – Gymkhana,
The Chairman, Senate Library Committee,
The Chairman, Council of Wardens,
The Chairman, - Cafeteria, IIT(BHU),
The Chairman, Web Management & E-mail Services Committee,
The Chairman, IWC,
All the Prof. Incharge,
The Administrative Wardens / Wardens of the Hostels,
The Workshop Superintendent, Main Workshop,
All the Dy. Registrars,
All the Asstt. Registrars,
The P.S. to Director,
The Care Taker,
Indian Institute of Technology (BHU)

NOTICE

It is notified to all concerned that the Institute has been registered with the GeM (Government e Market Place) in compliance to implementation of GFR 2017 issued from Ministry of Finance, Department of Expenditure. Further, all the Goods and/or Services available on GeM will be mandatorily procured from GeM only by the Department / School / Office / Units.

In this connection, all the Heads of the Departments/Coordinators of the Schools/ Incharges of the Units etc are requested to submit the required information to Institute Purchase Cell on the format printed overleaf for creation of login ID and password **latest by 21st July, 2018**. Created login ID, password will be communicated to all concerned for making purchases through GeM. This may be treated as **MOST URGENT**.

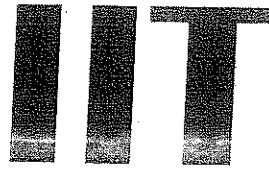
Further, the purchaser will certify the reasonability of the rate and provide a certificate in this regard in the following format "I am personally satisfied that these goods purchased are of the requisite quality and specification and have been purchased from a reliable supplier at a reasonable price."

Furthermore, the purchaser will give the following certificate in case of purchases made from sources other than GeM that "I/We members of the Purchase Committee certify that at the time of procurement of required goods and/or services from other sources, these goods / services were not available on GeM."

Yours faithfully,



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Details Required for Creating User-id for GeM
(to be filled by the Head / Coordinator only)

User information :

1. Name of the Department / School / Unit / Office.....
2. Title (Prof./Dr.).....
3. First Name
4. Middle Name
5. Last Name
6. E-Mail id
- (official e-mail id only)*
7. Designation
8. Aadhar No.
- (please enclose a copy of Aadhar card)*
9. Mobile No.
- (registered mobile no. with Aadhar)*

Signature & Stamp of Head / Coordinator