



**Office of the Registrar
(Institute Purchase Cell)**

Ref. No.: IIT (BHU)/I. P. Cell/F-M59/2024-25/313

कुलसचिव कार्यालय
(संस्थान क्रय प्रकोष्ठ)
Date: 13th Aug, 2024

NOTICE

This is to notify all concerned that

- (i) Department Purchase Committee of the Department/ School shall also act as the Purchase Committee for procurement of items from the amount sanctioned as Seed Grant to a faculty member of the Department/ School with inclusion of the concerned faculty member as an additional member.
- (ii) Department Purchase Committee shall also act as Purchase Committee for Workshop/ Seminar/ Conferences to be organized by the Department/ School with inclusion of the convener of Workshop/ Seminar/ Conference as the additional member of the committee.

Joint Registrar (IP Cell)

Copy forwarded for information to the following:

1. All the Deans
2. All the Heads of the Departments / Coordinators of the Schools
3. The Coordinators / In-charges of Units / Centres / Offices etc
4. All the Professor In-charges
5. Prof. Incharge, Main Library
6. The Chief Councillor – Gymkhana
7. The Chairman, Institute Works Committee
8. The Chairman, - IIT(BHU)-Cafeteria Committee
9. The Chairman, Council of Wardens
10. The Chairman, Web Management & E-mail Services Committee
11. The Coordinator, GTAC
12. The Joint Chief Proctor
13. All Administrative Wardens / Wardens, IIT(BHU)-Hostels
14. All the members of the Committee
15. The Joint Registrar
16. Secretary to the Director
17. The Dy. Registrar
18. All the Asstt. Registrars
19. P.A. to the Registrar
IIT(BHU).

Joint Registrar (IP Cell)