



THE DIRECTORATE OF
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DATE: 22nd July 2016

TO: ALL WHOM IT MAY CONCERN

SUBJECT: CALL FOR THE PROCUREMENT PLAN OF DURABLE ITEMS FROM PROJECT BUDGET

NOTICE

This is with reference to letter no. 23/12/2073/074 of dated the 20th July 2016 from Manager, Physical Facilities addressed to the undersigned, circulated herewith for the general information of all concerned Principal Investigators/Co-Principal Investigators/Project Coordinators as defined in the RDC Policy Guidelines and Procedure 2015, to prepare a **Procurement Plan** of the durable instruments/equipment, as specified in your project budget with the project acronym clearly spelt for the fiscal year 2073-74 and submit to the Directorate of Research Development and Consultancy no later than 16th August 2016.

Procurement Plan shall include the details as desirable and specified in the Requisition Form. Any further details shall be helpful. For any delays or refusal caused in procurement of the specified items as a result of unavailability of the Procurement Plan, this office will not be responsible.

Should you require any further information, do not hesitate to write or contact the undersigned.

Subodh Sharma, Prof. Dr. nat techn.

Director of Research, Development & Consultancy (RDC)

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