



INDIAN INSTITUTE OF TECHNOLOGY KANPUR
Office of Outreach Activities

GFR17 / Non-GFR17

Approval of Purchase Committee for Purchases above Rs.2,50,000/-
Details of the product to be purchased

Course Account No.:	IITK/CCE/		
Title of the Course :			
Budget head (Tick as applicable)	1. Consumable <input type="checkbox"/>	3. Contingency <input type="checkbox"/>	
	2. Services <input type="checkbox"/>		
Name of item (s)			
Cost (Approximate)			

The following Purchase Committee may kindly be approved:

Technical Evaluation Committee:

1. _____ (Course Coordinator / Indenter)
2. _____ (One Faculty member from other department who has knowledge in respective field)
3. _____ (Member)

Financial Evaluation Committee:

1. _____ (Course Coordinator / Indenter)
2. _____ {O i/c (S&P) / Nominee}
3. _____ (Office-in-charge, OOA / Nominee)
4. _____ (Jt. Registrar, Audit / Nominee for Non-GFR only)

Signature of Course Coordinator

Name:

Department:

Forwarded / Approved	Approved
Professor-in-Charge, OOA	Deputy Director

As per DFPR-2018, Approval Power of Purchase Committee to approve is as follows:

Designation	Powers
HOD	Upto Rs. 10 Lakh
Dy. Director	Upto Rs. 50 Lakhs