Central Purchase Office
Aligarh Muslim University, Aligarh
Phone: +91-571-2700920 Ext: 1270/71/72 Email: afo.cpo@amu.ac.in

Ref. No.: D-249/ /CPO/2017-18/ Water Cooler Dated: 02 January 2018

Notice

All Deans of Faculties / Dean Students' Welfare.
All Chairmen of the Departments of Studies.
All Director / Coordinator of the Centre / Institutes / Unit.
All Head of Offices / MICs / OSDs.
All Principals of Colleges / Polytechnics / Schools.
All Provosts of Halls of Residence / NRSC.
All Joint Registrars / Joint Finance Officers / Joint Controllers.
All Deputy Registrars / Deputy Finance Officers / Deputy Controllers.
All Assistant Registrars / Assistant Finance Officers / Assistant Controllers.
Assistant Registrar VCs / PVCs Secretariat.
P.S. to Registrar / Finance Officer / Controller.
Aligarh Muslim University, Aligarh

Subject: Requirement of Water Cooler

Kindly arrange to furnish the requirement of Water Cooler, if any, in the following format latest by 20.01.2018 for the year 2018.

S. No.	Name of the Department / Office / Hall etc.	No. of existing			No. of required			Purpose / Justification	No. of provide/purchase in following years											
									2014-15			2015-16			2016-17			2017-18		
		Water Cooler	Stabilizer	R.O. \ Purifier	Water Cooler	Stabilizer	Purifier		Water Cooler	Stabilizer	R.O. \ Purifier	Water Cooler	Stabilizer	R.O. \ Purifier	Water Cooler	Stabilizer	R.O. \ Purifier	Water Cooler	Stabilizer	R.O. \ Purifier

Besides hard copy, it is mandatory to furnish a soft copy of the above requirement on email: afo.cpo@amu.ac.in in excel format. The format is also available at https://www.amu.ac.in/financesection.jsp?did=10113&lid=Useful%20Download

02.01.18

Joint Finance Officer
(Purchase)