



Central Purchase Office

Aligarh Muslim University, Aligarh

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Ref. No.: D-2838/FO/CPO/2017-18

Dated: 15th March 2018

for wide publicity

CIRCULAR

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

The Central Purchase Committee in its meeting Dt: 18.01.2018 vide Item No. 05, has very kindly recommended "Requirement Performa" for placing demand/ requirement to the Central Purchase Office which is available at <https://www.amu.ac.in/financesection.jsp?did=10113&lid=Useful%20Download>

You are therefore requested, kindly to furnish the requirement of your Department/ Office etc. in the prescribed performa only and email the same at afo.cpo@amu.ac.in

Further, only those emails for request/ requirement shall be entertained which are received ending with @amu.ac.in. Private email id (e.g. *@gmail.com/ *@yahoo.co.in etc.) is not allowed for sending request/ requirement.


(Prof. S. M. Jawed Akhtar)
Finance Officer