



**The University of Burdwan  
Finance Department  
Central Purchase unit**

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No:-F/CPC/Meeting/(17-18)/265

Dated:-09.02.2018

**Notice**

*As directed by the Hon'ble Vice-Chancellor it is hereby notified that all Academic & Administrative Heads must submit to the Finance Officer the details list of the materials including specification in details that will be used / consumed by the said department in 2018-19 financial year. The said list must be submitted within 28<sup>th</sup> February , 2018 which are covered under budget provision. It is necessary for enlistment of names of vendors / suppliers for supply of items on rate contract basis throughout the year.*

Sd/-

Finance Officer