

NOTICE

As per Purchase & works manual of this university in case of any purchase or annual maintenance / service maintenance contract exceeding rupees ten thousand, approval from the Pro-Vice Chancellor (B. A. & F.) is essential. For smooth movement of files relating to such purchase and annual maintenance / service maintenance contract all concerned departments are requested to place the files in question before the section concerned (PMT) within 10th of January 2020 for verification so that the purchase procedure may be completed and bills may be presented before the Audit & Accounts Department within 20th February 2020 for further processing, including relevant tax deductions as per rules within the Financial Year 2019-2020 without any difficulty.



Accounts Officer
University of Calcutta