

SANT LONGOWAL INSTITUTE OF ENGINEERING & TECHNOLOGY
LONGOWAL – 148 106
(Deemed-to-be-University)

Administration Section

No. Admn./ 1917094

Dated 31/04/10

OFFICE ORDER

On the recommendation of the committee the Director, SLIET has approved the following policy regarding uploading of information related to purchases on institute website as per details given below:-

1. Notice Inviting Tenders will be uploaded on the website as is done presently.
2. Purchase Order costing to Rs.10 lac and above only will be uploaded on the Institute website on half yearly basis. The information (hardcopy and softcopy) will be supplied in the tabular form by the Purchase Section twice in the financial year.
3. The record of purchases, carried out by the different sections/department related to recurring and non-recurring items in the format of Stock Register shall be maintained by the concerned department/section in the electronic form. At the end of financial year a copy of the record in the form of CD shall be submitted to the Store Purchase Section also for centralized record keeping.

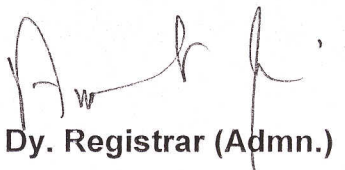
All the earlier orders related to uploading of purchase details of non-recurring and recurring items on Institute Website shall be treated as null and void.


Dy. Registrar (Admn.)

Copy to:

1. Director's Cell- for kind information pl.
2. All Deans
3. All H.O.D.'s/Section Incharges
4. File Copy

web Site


Dy. Registrar (Admn.)