



# University Of Kashmir, Srinagar

## OFFICE OF THE DEAN RESEARCH

### CIRCULAR

It is notified for information of all the concerned that on the recommendation of the constituted committee the Vice-Chancellor has been pleased to authorize the following:

1. That the PI's/HoD's/Coordinators are authorized to purchase equipments through GeM Portal bidding/reverse bidding on the basis of specifications and reasonability of rates as recommended by the TC/PC and to purchase equipments directly from the Foreign agencies, subject to condition that equipment is not available in the Country
2. That the Chemicals, Consumable, Glassware etc., are authorized to purchase through GeM Portal or from approved dealer/rate contract notified by the competent body subject to condition that specific justification be given to this effect.
3. That the cash payment be made only in the High Altitude areas or far flung areas/Wet lands as and when need arises and where online transaction is not possible subject to condition that receipts obtained from the labourers/boat peddlers etc., are attested by the concerned PIs or HoD's/Coordinators
4. That the PIs/Project Staff/Research Fellows are authorized to hire vehicles for field survey/travel purpose through the GeM Portal or from approved dealer of the University subject to condition that specific justification be given to this effect.
5. That for short duration travel PI's/Project Staff/Research Fellows are authorized to hire vehicle in real cases through Government approved Cab services.
6. That the committed expenditure is authorized to get reflected in the UC/SoE's.
7. PI's, Coordinator and HoD's etc., shall have to require obtain authorization on case to case basis.

By order,

23/11  
Assistant Registrar  
(Research Project)

No.F(Equip/Chem/Cons.)Proj/KU/21  
Dated: 21.11.2021

#### Copy for information and necessary action to:

1. Dean, Academic Affairs, University of Kashmir;
2. Deans of all the Schools, University of Kashmir;
3. Heads of all Teaching Departments/Directors/Coordinators, University of Kashmir;
4. SS to Vice-Chancellor for information of the Vice-Chancellor;
5. PS to Registrar for information of the Registrar;
6. Master File/File.