|  |  |  |
| --- | --- | --- |
|  | सरदार वल्लभभाई राष्ट्रीय प्रौद्योगिकी संस्थान, सूरत  **SARDAR VALLABHBHAI NATIOINAL INSTITUTE OF TECHNOLOGY, SURAT**  शिक्षा मंत्रालय, भारत सरकार के द्वारा NITSER अधिनियम के तहत स्थापित एक राष्ट्रीय महत्व का संस्थान  **An Institute of National Importance, Established under NITSER Act by Ministry of Education, Govt. of India**  **DEPARTMENT NAME** | **FORM**  **UB** |

|  |  |
| --- | --- |
| **APPROVAL TO UPLOAD THE BID** | |
| File No. | : SVNIT/DoME/2023-24/G or NG/OW No. |
| Name of Equipment/Item(s) | : |
| Start date of Bid | : |
| End date of Bid (*Minimum 21 days from Start date of bid*) | : |
| Extended end date of bid (If required) (*Minimum 07 days*) | : |
| Pre-Bid Meeting Date | : |
| Technical Bid Opening Date | : |

The committee recommends the bid as attached herewith to upload on the \_\_\_\_\_\_\_\_ GeM / CPP Portal.

|  |  |  |
| --- | --- | --- |
| **Sr. No.** | **Committee (Name of the Members)** | **Designation** |
| 1. | HoD/HoS (Chairman)/ Any other Faculty/Staff nominated by HOD/HOS |  |
| 2. | Faculty/Staff nominated by HOD/HOS within the department |  |
| 3. | Faculty/Staff nominated by HOD/HOS outside the department |  |
| 4. | Faculty/Staff nominated by HOD/HOS outside the department |  |
| 5. | Deputy/Assistant Registrar (F&A) or nominee |  |
| 6. | Indenting Faculty/staff (Member Secretary) |  |

|  |  |  |
| --- | --- | --- |
| **Recommended and Forwarded By (Signature)\*\*** | | |
|  | | |
| **Head of the Department/ Section** | |  |
|  | |  |
| **Verified and forwarded By Signature\*\*\*** | | |
|  | |  |
| **FIC, CS & PS** | |  |
|  | |  |
| **Recommended and Forwarded By (Signature)\*\*** | | |
|  | | |
| **Dean(SW) Or Dean(R & C)** | |  |
|  | |  |
| **Approved** | Yes/No | |
| **Comments (If any)** | | |
|  | | |
| **Director** | | |

\*File No.: Institute short name/Dept short name/Financial year/GeM or Non-GeM/Outward No.

For an example, SVNIT/DoME/2023-24/G or NG/OW No.

\*\*Appropriate changes should be made in the form.

\*\*\* Only CPPP procurement file should be verified by Central Store & Purchase Section (CS & PS)