



GUJARAT TECHNOLOGICAL UNIVERSITY

(Established by Government of Gujarat Under Gujarat Act No.: 20 of 2007)

As per GTU Regulations, 2017

“All expenditures to the University office including stationery, purchase of furniture and other materials required for the office, etc. (i) up to Rs. 25,000/- per item without inviting quotations, (ii) up to Rs.50,000/- per item after inviting quotations.”

Demand/Submission Note for GIC only

Date: / /

Section: - _____

From Grant YES/NO: - _____

If YES Then,

Grant Received: - _____

Grant Utilized (including Submissions): _____

Balance Grant, If Any: - _____

Item Available on GeM: _____

I/We require following item/s:-

Sr. No.	Item Name	Specification	Qty.	Approx. cost.(per qty)

For approval Please,

Signature of Demande:

Name: _____ Designation: _____

Signature of Center In charge

Dy .Director – Purchase

Director (GIC)

**Signature & Opinion of
Tech. Expert (If Required)**

CAO

Registrar