CENTRAL INSTITUTE OF FISHERIES TECHNOLOGY

(Indian Council of Agricultural Research)

Matsyapuri P.O., Cochin-682 029.

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Requisition for the purchase of Stores

(Intend to be given separately for each equipment/item)

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| --- | --- | --- | --- |
| 1 | Name & Designation of the Indenting Officer | : |  |
| 2 | Approved Project to which the stores needed | : |  |
| 3 | Name & complete specifications of equipment/ and stores demanded) |  |  |
| 4 | Preference to Make in India (as per GFR 153 (iii) & order No. P-45021/2/2017-PP(BE-II) dtd. 16.9.2020 of Dept. of Promotion of Industry & Internal Trade)If ‘No’, reasons there of | : | Yes / No |
| 5 | In the case of equipment, state whether the item is included in the EFC/ Budget Estimates. If it is included in the EFC, furnish EFC No. | : |  |
| 6 | Approximate cost of the equipment/ stores items | : |  |
| 7 | Full justification of the stores demanded | : |  |
| 8 | If a particular brand of equipment is demanded, whether duly filled PAC is attached or not | : | Yes / No |
| 9 | Probable source of supply (address of the manufacturing firm in the case of proprietary product and not less than sixteen (16)addresses in the case of other items (list to be attached/equipment) | : |  |
| 10 | Guarantee required for the item | : | 3 / 5 years |

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| 11 | Remarks | : |  |
|  | Certified that |
| a. | The new equipment/items indented above is/are required for the Section/Division’s work and no other equivalent equipment is available in the Section/Division and that the requirement is/are limited to the minimum which are absolutely necessary to carry out the work of the Section/Division. |
| b. | In respect of the procurement of foreign equipment indented above, it is certified that I have personally examined the proposal and satisfied that no indigenous alternative equipment is available in the country to substitute this apparatus/equipment/machinery/ item.  |
| c. | The equipment/machinery intended could be accommodated in the existing space available in the Division/Section and there is no need for additional space and also that no procurement, the same will not be kept idle in the Section/Division for want of additional space. |
| d. | The equipment/machinery could be operated with the existing power/water supply available in the Section/Division and there is no need for additional power/water supply and also that on procurement the same will not be kept idle in the Section/Division for want of additional power/water supply. |
|  | (Certificate inapplicable should be strike off). |
|  | Counter Signature of the Section/DivisionHead with Date | 1. Signature of the Indenting Officer
 |
| 1. Date :
 |
| 1. Name :
 |
| 1. Designation :
 |
| 1. Division :
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