

NORTH-EASTERN HILL UNIVERSITY
P.O. NEHU CAMPUS: SHILLONG

No. FA.I/Common Capital Charges/2013/ 241

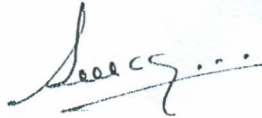
Dated 17.09.2018.

CIRCULAR

With regard to the procurement of Office Equipment/ Furniture/ Computers, renewal of Annual Maintenance Contract (AMC) etc and also procurement of Laboratory Equipments etc , chargeable to the following Head of Accounts, all concerned should submit through Purchase & Store (P & S) Section , which is the custodian of the said Head of Accounts.

- 1) "Pt-I/NP/ (5) Common capital Charges (a) Office Equipment/ Furniture/ AMC/Computers etc", and
- 2) "Pt-I/NP/ (5) Common Capital Charges (b) Other Capital Items including Lab Equipments".

This is for kind information and necessary action accordingly.


Finance Officer

Copy to:-

1. All Deans of School, NEHU, Shillong.
2. All Heads of Dept./ Centre, NEHU, Shillong. *Bio-Cyfo. Centre.*
3. Dean Students' Welfare, NEHU, Shillong.
4. Controller of Examinations, NEHU, Shillong.
5. University Engineer, CDD, NEHU, Shillong.
6. Librarian, Library Dept., NEHU, Shillong.
7. Teacher In-charge, Sprots Dept, NEHU, Shillong.
8. Chief Medical Officer & In-charge, Health Centre, NEHU, Shillong.
9. Project Manager (UMS), NEHU, Shillong.
10. SPS to the Vice-Chancellor, NEHU, Shillong for kind information of V.C.
11. PS to the Pro Vice -Chancellor, NEHU, Shillong for kind information of PVC.
12. PS to the Registrar, NEHU, Shillong for kind information of Registrar.
13. S.O (P&S), NEHU, Shillong for information & necessary action.
14. S.O. (Budget), NEHU, Shillong.