

NOTICE

Date: 04.03.2021

All the head/chairperson of the departments of Government College for Women, Hisar are informed that who want to destroy/auction the items available in their department which are unserviceable due to normal wear and tear and are beyond economic repairs fill the performa attached with notice and submit it on dated 06.03.2021, till 2:30pm in office.

Limitations

UGC Grant < 5000/-

Fund < 4000/-

Haryana Govt. Grant < 4000/-

Incharge.

Auction Committee.

GCW, Hisar

04.03.2021

Principal.
GCW, Hisar

Govt. College for Women, Hisar
Annual Stock Verification.....
List of Unserviceable Articles
Department/Society.....

| Sr. No | Name of Article | Stock Reg. No. & Page No. | Date of Purchase | Quantity | Price | Head of Purchase Funds/Govt. grand/UGC grant |
|--------|-----------------|---------------------------|------------------|----------|-------|--|
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The above mentioned articles from Sr. No.....to.....have become unserviceable due to normal wear and tear and are beyond economic repairs. They may kindly be auctioned/destroyed and written off:-

Signature
Head/Incharge

Committees Report:

We inspected the above mentioned articles from sr. no..... to.....These are unserviceable and beyond economic repairs and may be destroyed/auctioned.

Committee Members 1) 2) 3)

May be allowed as suggested

Bursar

Allowed
Principal

The above mentioned articles from sr.no.....to.....have been destroyed/auctioned in our presence and sale proceeds deposited into.....Fund/govt. account/UGC a/c vide receipt no.....dated.....

Allowed to be written off

Principal

The above mentioned articles have been written off vide Principal order

Dated.....

Head of Deptt.