



ICAR-INDIAN VETERINARY RESEARCH INSTITUTE
IZATNAGAR BAREILLY-243122, (INDIA)



No.F.2-2/2016-17/P&S

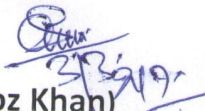
Date: 03.03.2017

CIRCULAR

It is to bring to your kind notice that the Institute has made the Rate Contract for supply of HP ink Cartridges & Toners for a period of one year with M/s Hewlett Packard India Sales Pvt. Ltd .under Most Valued Customer programme.

Therefore, all the Jt. Directors/HD's/Project Co-ordinators/Incharges/ Comptroller/Chief Adm. Officers/Sr. Adm. Officers/Adm. Officers/Fin.& Accounts Officers/ Asstt. Adm. Officers/Asstt. Fin. & Accounts Officers, IVRI Izatnagar are hereby requested that they may not purchase the cartridges at their Divisional/Section level with immediate effect. Hence all the request of purchase of cartridges having details of make, model & units required of cartridges may kindly be sent to Unit In-charge/P&S Division upto **15.03.17** positively so that further action for procurement & supply may be made well in time.

This issues with the approval of Director, IVRI.


(Firoz Khan)
Sr. Adm. Officer,
(Unit-III)

Distribution:-

- All JDs,HDs,PCs,Officer- in-charges ,Unit Incharges ,IVRI, Izatnagar, with the request to kindly inform to all concerned as above.
- The Comptroller/Chief Adm. Officer/Sr. Adm. Officers/Adm. Officers/Fin.& Accounts Officers/ Asstt. Adm. Officers/Asstt. Fin. & Accounts Officers, IVRI, Izatnagar.
- The Scientist-in-charge, ARIS Cell, IVRI, Izatnagar with the request to kindly upload the aforesaid circular in the Institute's website.
- The PS to Director, IVRI, Izatnagar.