



**CERTIFICATE**

**PURCHASE OF GOODS (DOMESTIC) WITHOUT QUOTATION**  
**(UPTO A VALUE OF RS.15,000/- ON EACH OCCASION)**

*Requisition Ref*

**ITEM**

**QUANTITY**

**VENDOR**

**COST @**

**TOTAL**

*"I, \_\_\_\_\_, am personally satisfied that these goods purchased are of the requisite quality and specification and have been purchased from a reliable supplier at a reasonable price."*

**Division**

**(INDENTOR)**

**HoD**



**CERTIFICATE**

**PURCHASE OF GOODS (DOMESTIC) WITH QUOTATION**  
**(VALUE ABOVE RS.15,000/- AND UPTO RS.1,00,000/- ON EACH OCCASION)**

*Requisition Ref*

**ITEM**

**QUANTITY**

**VENDOR**

**COST @**

**TOTAL**

*"Certified that we \_\_\_\_\_, members of the local purchase committee are jointly and individually satisfied that the goods recommended for purchase are of the requisite specification and quality, priced at the prevailing market rate and the supplier recommended is reliable and competent to supply the goods in question."*

**INDENTOR**

**Committee Member**

**Committee Member**

**Committee Chairperson**

**HoD**