

INDIAN INSTITUTE OF TECHNOLOGY DELHI
(Store Purchase Section)

No. IITD/SPS/ 1670

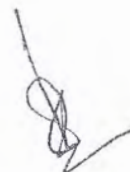
Dated: 30/10/2013

Subject : Old inventory items with negligible value - treated as Class-III.

Ref. : Minutes of the Special Meeting on SPS related issues.

There exists a large number of manual inventory items (like tools, attachments of main equipment, small equipments, gauges, valves, sensors, grinding wheels, cutters etc.) purchased more than 10 years ago with purchase value less than Rs. 2,000/-. These items are not in the computerized inventory list (i.e. ACSS) and they are with zero or negligible present value. These items have lived its life but maintaining of record of such items in the manual inventory register takes a lot of time and effort. In view of above, Competent Authority have decided that such kind of inventory items be deleted from the manual inventory register.

The above has approval of the Competent Authority.



Kalyan Kumar Bhattacharjee
Deputy Registrar (Stores)

Distribution :

Dy. Director (O)

Dy. Director (Strategy & Planning)

All Dean/Associated Deans

All HoDs/HoCs/Sections/Units/Cells etc. (To FORWARD COPY TO STORE OFFICIAL/Incharge)

P.S. to Director

Secretary to Registrar