



## School of Planning and Architecture: Vijayawada

(An institution of National Importance under the Ministry of Human Resource Development, Govt. of India)  
S.No. 71/1, NH-5, Nidamanuru, Vijayawada – 521 104, Andhra Pradesh, India

Ref.No.SPAV/Estt./Duties/40/2017-18 /22

Dt: 23 Jan, 2018

### OFFICE ORDER

A committee of the following members is constituted for the purchase of furniture for the hostel rooms, common rooms, newly constructed faculty block, dining block and under constructed administrative block.

- |   |   |                  |
|---|---|------------------|
| 1) Shri Nagaraju Kaja<br>Asst. Professor, Dept. of Architecture | - | Chairperson      |
| 2) Shri D Srinivas<br>Asst. Professor, Dept. of Architecture    | - | Member           |
| 3) Shri S Sai Diwakar Naik<br>Asst. Registrar (Finance)         | - | Member           |
| 4) Shri P Pramod<br>Asst. Engineer cum Project Officer          | - | Member           |
| 5) Shri V Vamsee Krishna<br>Junior Superintendent               | - | Member Secretary |

The committee will perform the following duties:-

- Prepare the requirement of the furniture and frame the layout of the furniture for its procurement.
- Place the order for the purchase of furniture for the approval of the competent authority.
- The purchase of furniture will be governed in accordance with the procedure laid down in GFR-2017

This committee supersedes the earlier committee constituted for the furniture purchase.

This is issued with the approval of the competent authority.

(P.V.S Shyam Kumar)  
Registrar I/c

To

Committee Members – for information and necessary action

Copy to

- 1) PS to Director - for information
- 2) All Deans(Academic/Faculty) – for information
- 3) Heads of Dept. of Planning/Architecture – for information
- 4) IT Section – for information
- 5) Deputy Librarian – for information
- 6) OOF