**Proforma for Non-GeM Purchase**

**The indenter has to fill following form and submit through HOD:**

1. Is the item not at all available on Gem?

If similar items are available on GeM, then how much the required specifications differ from the item available on GeM?

Can the item available on Gem serve the purpose of Department/Laboratory?

Does required specifications have high maintenance cost in terms of material to be used in future or costly AMC?

**Reply of Indenter**:

2. Is the price of purchase (indenting cost) justifiable? How much more or less than the similar specifications available on GeM?

**Reply of Indenter**:

3. Are the terms and conditions as per known practices in other NITs/IITs?

**Reply of Indenter**:

4. In case of software, is perpetual license available? Are we procuring with perpetual license? If not then is purchase still justifiable?

**Reply of Indenter**:

5. Is there any regular PG/UG laboratory where the equipment is required? If so how many experiments can be done with this equipment/software at UG and PG level?

**Reply of Indenter**:

6. Is it research equipment only? If so which areas of research it will cover?

**Reply of Indenter**:

7. Can the equipment or software help in attracting Consultancy? How much consultancy is expected in a year?

**Reply of Indenter**:

8. Is the scope of the equipment/software limited to one narrow area?

**Reply of Indenter**:

9. Is it worth to have the equipment at NIT Uttarakhand from institute grant or it must be procured through a project (150 words justification)

**Reply of Indenter**:

10. If recommended for purchase, should we go for CAMC or AMC along with initial bidding or no maintenance is required?

**Reply of Indenter**:

It is certified that the specifications on GeM differs considerably from the specifications which are required for the equipment/software named \_\_\_\_\_\_\_\_\_.

In all practical purposes the specifications on GeM in insufficient and inadequate. I have \_\_\_\_\_\_\_\_\_\_\_ UG/PG experiments which need to be done using this specific equipment only which otherwise cannot be performed by the similar equipment available on GeM.

The required equipment specifications differs \_\_\_\_\_% from the one available on GeM.

Signature of Indenter

 Name

I hereby certify that the declaration made by the indenter \_\_\_\_\_\_\_\_\_\_\_ is TRUE and nothing has been concealed to favour a particular brand or make.

HOD, Department of \_\_\_\_\_\_\_\_\_\_\_\_ Date: