

The comparative statement of purchase of _____ under project/institute fund.

Date of Purchase sanctioned:

Date of tender:

Date of tender opened:

Comparative statement

Sr. No	Tendered Specifications	M/S	M/S	M/S	M/S		Remarks if any
1.							
2.							
3.							
4.							
5.							
6.	Responsive/ Non-responsive						
7.	Reason of Non-responsive						

In view of above comparative statement, it is submitted that:

1. The total _____ firm quoted the tender.
2. The firms M/S and _____ are administratively non-responsive due to non-submission of following documents, if any.
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 -
 -
3. Out of total _____ firm participated in bid, the following firms _____ (no. of firms) are found responsive as shown in the above in comparative statement and details of all specifications has been verified from attached documents or webpage (and same has been downloaded) and all documents has been marked/highlighted ~~from~~ ~~four~~ firms for kind information please.
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 -
 -
 -

Signature of I/O

It is certified that DPAC has been thoroughly checked and verified the comparative statement prepared by Indenting officer and found correct and accordingly submitted for further necessary action please.

Signature of DPAC _____

Remarks of HOD, if any, apart from as Chairman of DPAC.

Comments of Purchase Section

Remarks of PAC

The specifications for the purchase ofunder project/ Institute Fund

Proposed Specifications:

Sl.No.	Proposed Specifications
1	
2	
3	
4	

It is certified that above specifications are unambiguous, precise, objective, functional, GENERIC, meeting only the ACTUAL and ESSENTIAL NEEDS and WITHOUT SUPERFLUOUS in nature.

(Sign. of IO)

It is also certified that the proposed specifications has been checked and confirmed that they are generic in nature as more than three firms meets all the points proposed under specifications.

(Sign. of DPAC members)

Remarks of Head:

(Sign. of Head)

Remarks of TSEC:

(Sign. of TSEC members)

Remarks of Purchase Section:

(Sign. of AAO/AO)