	File /Letter		Fuereheare	Dasimad			
Sr. No.	File /Letter No.	Subject	From whom Recived	Recived Date	Sent to	Sent Date	Remark
							For
							Approval
1	3429/R	Common Tender Committee			V.C Office	02.05.16	pls
		Imprest Money Central					
2	CPC	Placement Cell			CPC	02.05.16	for na pls
		Purcahse of Furniture Community					
3	8174/R	College			Dean SHS	02.5.16	for na pls
4	8241/R	Purchase of Printer DAP			R	02.05.16	for na pls
5	5684/R	Advance for Cartridge DAC			DAC	02.05.16	for na pls
6	STR	Requirement of Cooler			R	02.05.16	for na pls
		Purchase of GYM Equipment for					
7	8139/R	hostels			R	02.05.16	for na pls
8	6952/R	R-Office Wter Cooler A.C			R	02.05.16	for na pls