



No. AAMS/ICC/2025-26/1

11<sup>th</sup> April, 2025

**Circular:**

All the Heads/Directors of the University Academic Departments/ Institutions are hereby informed that it is proposed to organise a meeting of Board of University Department of Interdisciplinary Studies in second week of May for deciding specifications/overall standards with respect to equipments/items to be procured during the Financial Year 2025-26.

The University has approved the budgetary provision for each department/School/Institutes for the financial year 2025-26. The department has to get sanctioned the details related to the procurement of equipment through the Board of University Departments & Interdisciplinary Studies as per provisions of section 43 (i) & (d) of the Maharashtra Public Universities Act, 2016 and thereafter the procedure for the purchase be initiated.

The Department/Institute/School/Centre procurement in the Financial Year 2025-26 should be discussed, deliberated and duly recommended by the Board of University Departments & Interdisciplinary Studies.

The Head of Departments are hereby requested to undertake presentation before Board of University Departments & Interdisciplinary Studies highlighting the department Requirement, Specifications of Research Area, likely Outcome in the forms of publications in Academic Year 2025-26 & next five years, Research funding to be generated, Expected Revenue generated using these equipments with name of the equipment, specifications, equipments cost, indicating the importance of usage and funding if any received from other sources etc.



Also, the Principal Investigators/ Head of Department should be aware about the details about different makes & models of competitor equipments etc.

You are requested to submit the details in hard copy as per the format attached herewith to the Deputy Registrar, AAMS, Room No. 130, M.G. Road, Fort, Mumbai-400 032 and soft copy in excel file format to the [aams@mu.ac.in](mailto:aams@mu.ac.in) by Wednesday, 30<sup>th</sup> April, 2025. After this no procurement for the Financial Year 2025-26 will be taken into consideration.

  
(Dr. Prasad Karande)  
Registrar

To,

The Head of Departments/Directors of the University Academic Departments/  
Institutions.

Copy with compliances to Finance & Account officer

Copy for information to:

1. P.A. to Vice-Chancellor, University of Mumbai, Mumbai-32.
2. P.A. to Pro Vice-Chancellor, University of Mumbai, Mumbai-32.
3. P.A to Registrar, University of Mumbai, Mumbai-32.

## Information Regarding Procurement of Equipments for Financial Year 2025-26 for University Departments/Institutions

1	2	3	4	5	6	7	8	9	10	11	12	13	14
Sr. No	Name of Department	Name of Equipment	Secifications	Equipments cost	Need	Usage	Research Area	Likely Outcome in the forms of publications in Academic Year 2025-26 & next five years	Funding Source	Expected Annual Revenue generation with the equipment	IRG	Date of conduct of Department Meetings in reference to Procurement (with copy)	Any other information/ Remark

(Sign)  
Name of Head of Department/  
Institution Name of  
Deapartment/ Institution