

JHARGRAM RAJ COLLEGE

O.Cir. 63

Date- 24/08/2026

All the HOD (s) are requested to submit the list of teaching/ learning materials, chemicals and glass goods, biological samples or specimens for listing those in tender inviting process (As discussed in the meeting with HOD(s) on 20/08/2026) within 01/09/2026. They are also requested to submit in both hard copy to office and soft copy (word and PDF) by email to **sbjrc2026@gmail.com**

Countersigned:

Principal
Jhargram Raj College

24/8/2026
Principal
Jhargram Raj College

Convenor
Purchase Advisory Committee

Copy to:

1. Co-ordinator, IQAC
2. Secretary, Teachers' council
3. All members, Purchase Advisory Committee
4. Convenor, Website Sub Committee
5. Guard file