

## Office Order

In continuation to the office order, dated 06/04/2020, the following table provides the updated information regarding the contact details and bank account nos. /UPI, etc., of vendors of essential supplies. The operating time schedule and Terms & Conditions of these shops will remain unchanged.

Table: Details of various shops supplying essential items

No.	Location of Shop	Name / Activity of the Shop	Contact details	Bank account Nos /UPI Details
1	Main Shopping Centre	Mahir General Store (Grocery Products)	9935153068, 8174002915, 0512-2596502 (Mr. Kanhaiya Lal)	A/c No. 10426003447 IFSC CODE: SBIN0001161
2		Suparsh General Store (Grocery Products)	9415178247, 0512-2596501, 0512-2596513 (Mr. Puneet)	A/c No. 36266597085 IFSC CODE: SBIN0001161
3		Vegetable & Fruits (temporary shop)	WhatsApp order No.- 9936895601,9140913888 (Mr. Hari Shankar)	A/c No. 537201010035178 IFSC CODE: UBIN0553727 Google Pay: Sk1019257@oksbi PhonePe: 7607713162@ybl
4		Vegetable & Fruits	8604819672, 7355249175 (Mr. Javed) 0512-2596508	A/c No. 2 0102526959 IFSC CODE: SBIN0001161
5		Campus-D (Milk & Dairy Products)	8953976766 (Mr. Gurmeet) 9839400636 (Mr. Avtarjit) (eshopiitk@gmail.com)	A/c No. 35861475726 IFSC CODE: SBIN0001161 BHIM UPI- campuseshop@sbi
6		Organic Store Shop-DivyamNaturals (Grocery Products)	8418806006 (Mr. Amitesh) 0512-2597545	A/c No. 38184556602 IFSC CODE: SBIN0001161
7	New Shopping Centre	Campus-E (Grocery, Milk & Dairy Products)	8953976766 (Mr. Gurmeet) 9839400636 (Mr. Avtarjit) 0512-2595902 (eshopiitk@gmail.com)	A/c No. 35861475726 IFSC CODE: SBIN0001161 BHIM UPI- campuseshop@sbi
8		Vegetable & Fruits (temporary shop)	WhatsApp order No.- 9936895601,9140913888 (Mr. Hari Shankar)	A/c No. 537201010035178 IFSC CODE: UBIN0553727 Google Pay: Sk1019257@oksbi PhonePe:7607713162@ybl
9	Type-2 Shopping Centre	Milk & Paneer (Milk & Dairy Products)	7880817052, 8887701224 (Mr. Riyaz)	A/c No. 20443856854 IFSC CODE: SBIN0001161 Google Pay: 7880817052
10		General Store (Grocery & Milk)	9838977326 (Mr. Raju) 8429122221 (Mr. Vishal)	A/c No. 30761040319 IFSC CODE: SBIN0001161
11		General Store (Grocery & Milk Products)	9415181541 (Mr. Gyanendra Tewari)	A/c No. 537202010004414 IFSC CODE: UBIN0553727
12		Vegetable & Fruits	8948321616 (Mrs. Saroj)	A/c No. 38571347804 IFSC CODE: SBIN0013000
13	Near Health Centre	Apollo Medical Store	0512-2596008, 8826997735	

- The Petrol Pump will operate from 9.00 AM to 11.00 AM.
- One **mobile van** of Vegetable and Fruits service will operate through home delivery only from 7.00 AM to 11.00 AM by Mr. Ashish Katiyar, Ph. 9415914445.

- Details of vendors authorized by the EO to for non-veg supplies:

1. Naeem Ahmad	Ph: 9554903674	Supplier- Non-veg
2. Ram Vilas	Ph: 9889224911	Supplier- Fish
3. Kalicharan	Ph: 9793428848	Supplier- Fish
4. Ram Sewak	Ph. 9621630731	Supplier- Fish

- All shopkeepers (listed from Sr. No. 01 to 12) have been advised to book the orders online (on phone, e-mail) from 7 AM to 10.30 AM. Any online order received after 10.30 AM will only be considered for delivery on the next day. These orders will be delivered at home by the Security only. Kindly bear with them if there is a delay. Please do not visit these shops to collect the order.

- **Payment**

- All buyers are requested to settle the payment on the same day using online bank transfer/UPI as per their convenience and intimate it (preferably with a screenshot) to the shopkeeper on the same day through WhatsApp/email/phone/SMS, etc. The shopkeeper is likely to deliver the next online order only when the payment of the previous order has been made by the buyers.
- Arrangement is also being explored for payment through card swipe machine at the time home delivery.
- Please extend all help to domestic help staying in your outhouse in case of any difficulty in making online payment.
- The authorized mobile vegetable and milk suppliers will continue to operate in the time slot announced by the DM office.
- All vendors/service providers and their staff, providing essential services and coming from outside the campus will report to the HC for screening on daily basis and will be allowed to operate only after clearance from the HC.
- Institute Security will coordinate enforcing the above modified arrangements.

Onkar Dikshit  
Dean, Administration