 **आई सी एम आर - राष्ट्रीय पोषण संस्थान, हैदराबाद**

**I C M R -National Institute of Nutrition, Hyderabad**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **NIN/FDTRC/NCLAS/PROJECT** | | | | | | | |
| **Indent / Requisition / for Supply** | | | | | | | |
|  |  |  | |  |  | Book No: |  |
|  |  |  | |  |  | Indent No: |  |
| 1 | Name of the Department: | | |  |  | | |
| 2 | Name & Designation of the HoD/ Principal Investigator: | | | |  | | |
| 3 | Name of the work / project / scheme: | | |  | | | |
| **Sl** | **Name of the items required** | | | **Quantity** | **Latest date by which item required fo use** | | **Quantity issued** |
| 1 |  | | |  |  | |  |
| 2 |  | | |  |  | |  |
| 3 |  | | |  |  | |  |
| 4 |  | | |  |  | |  |
| 5 |  | | |  |  | |  |
| 6 |  | | |  |  | |  |
| 7 |  | | |  |  | |  |
| 8 |  | | |  |  | |  |
| 9 |  | | |  |  | |  |
| 10 |  | | |  |  | |  |
|  |  |  | |  |  |  |  |
| Date: | | Received above items except item No: | |  | Name & Signature of the Indenting Officer: | |  |
|  |  |  | |  |  |  |  |
|  | Recipient (Name & Sign): | |  | | Signature of the Head of Dept/Unit | | |
| **FOR USE IN STORES** | | | | | | | |
| 1 | Equipment, Spares, Repairs, AMC (Indicate Specification If Any On A Separate Sheet) | | | | | |  |
| 2 | Chemicals, Glassware, Gases, Diesel, POL, Spirit etc. | | | | -do- |  |  |
| 3 | Drugs, Surgical, Animal Feeds, Liveries etc. | | | | -do- |  |  |
| 4 | Furniture, Fixtures, Office Equipment, Garden Materials etc. | | | | -do- |  |  |
| 5 | Electrical, Plumbing, Carpentry etc. | | | | -do- |  |  |
| 6 | Stationeries, Printing & Miscellaneous items | | | | -do- |  |  |
|  | **Stores Officer’s Remarks:** | | | |  |  |  |
| 1 | Available / Not available in stores: | | | Yes-issued |  | No |  |
| 2 | To be purchased latest by: | | |  | | | |
| 3 | To be delivered latest by: | | |  | | | |
| 4 | Remarks: In case of expenditure exceeding to Rs.10,000/- it should be referred to P.C. of the institute. | | | | | | |
|  | Date: |  | |  | Signature of the A.O(Stores) | | |