

Motilal Nehru College

(University of Delhi)

INDENT NO.

DATED

Indent for issue of consumable/non-consumable store items for the month of

Please arrange to supply the following store items for use in college, department of

S. No.	Name of the article	Quantity required	Qty. sanctioned for issue.	Quantity available
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				
13.				
14.				
15.				
16.				
17.				
18.				
19.				
20.				
21.				
22.				
23.				
24.				
25.				

Recommended

Signature of the applicant

S.O. (Admn.)

A.O.

Principal

NOTE : Not more than two indents will be entertained during the month.