

भारतीय सूचना प्रौद्योगिकी, अभिकल्पना एवं विनिर्माण संस्थान, कांचीपुरम
INDIAN INSTITUTE OF INFORMATION TECHNOLOGY, DESIGN & MANUFACTURING KANCHEEPURAM
Stores Indent Form: Capital / Non-Consumable

Date: _____

Indentor Name: _____ Designation: _____

If Section inventory indicate the section name and location: _____

The following items may be issued and agree to take the item(s) in my Personal /Section Inventory Register.

S.No.	Description of the Items	Qty Required	Qty Issued by the Stores	Signature of Stores Officer
1.				
2.				
3.				
4.				
5.				

Signature of intending Official

Section Head/HOD

Approved/Not Approved

Director

For Stores Use

Entered in the Register: Personal/Section Inventory (please tick the appropriate one)

Stores In-Charge

STORE OFFICER

Receiver signature with date