



Maharaja Agrasen College  
Vasundhara Enclave, Delhi - 110096

Form No. - IV

Requisition No.: \_\_\_\_\_

Purchase Requisition - (Equipments : Non-Consumables)

Budget Head

Maintenance A/c ( \_\_\_\_\_ )      Dev. A/C      Stu. Soc. Fund  
( \_\_\_\_\_ )

Item No.	Item Description (with Guaranteed Technical Particulars, GTP)	Existing Stock	Qty Req.	Unit Price `	Amount `
1.	Please specify the lab where the apparatus is required: _____				
2.	Please specify the lab where the apparatus is required: _____				
<b>Total Amount `</b>					

Advance Required, if any, `: \_\_\_\_\_

Requisition by: \_\_\_\_\_  
Signature

Forwarded by: \_\_\_\_\_  
Signature

\_\_\_\_\_ office use only \_\_\_\_\_

- A.O.

- Bursar

Advance Amount Sanctioned (`): \_\_\_\_\_

Local Purchase Committee (if required):

- 1.
- 2.
- 3.



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- Principal