## STORE INDENT – cum - PURCHASE PROPOSAL OF STORES

### CONSUMABLE

1. **Name & Designation of the Indenter**

2. **Name of the Project/ Scheme**

3. **Name of the item with detailed specifications**
   - Quantity Required
   - Estimated Cost (in Rs.)
   - Budget Head

4. **Source of availability**

5. **Detailed Justifications**

6. **Fresh purchase/Replacement**

7. **Whether the items are proprietary in nature. If yes, please attach relevant certification**

8. **Signature of the Indenter with date and Remarks, if any.**
   - Recommendation of the forwarding Authority
   - Signatures of Officer-In-Charge of the Unit with date.

**Date:**

**Signature of Stores Assistant**

**Whether indented item is available in the stock or not (Available/ Not Available). Remarks of the Stores & Purchase Officer, if any.**

I/c SPO