INDENT FORM

1. The 1st copy will have to be returned to the indenter.
2. The 2nd copy to be retained by the store-in-charge.

Sl. no.	Particulars	Batch No.	Expiry Date	Last date of received	Last Quantity Received	Balance in hand	Quantity Required	Quantity Sanctioned

Signature of the concerned staff
with designation and date

Signature of the Indenter
with designation and date