Indent form

(For procurement of Consumables or Services)

Project Name: Dated:

Si.No	Description of the item required (in case of Chemicals etc. pl provide the Cat. No.)	Qty. Required and period thereof	Cost of the items(approx)	Qty purchased earlier with dae of purchase	Qty in hand	Average monthly consumption	Whether the items are available under GeM	Justfication for purchase

Dated signature of Head Of Division

Dated Signature of the Indentor