

REQUISITION FORM



TECHNO INDIA

EM - 4/1 SALT LAKE CITY, KOLKATA - 700 091

Ph.: (033) 2357-5683/84 Fax: (033) 2357-5686

FORM NO. -4

(FOR GENERAL INFRASTRUCTURE)

DEPARTMENT: MCA

PAPER CODE(IF APPLICABLE): 01234

Date: 2023-01-19

OFFICE USE ONLY

REFERENCE NO:TI/ 0

DEPARTMENT USE ONLY

SL.NO.	ITEM	SPECIFICATION/DESCRIPTION	TOTAL QUANTITY REQUIRED(A)	QUANTITY IN STOCK(B)	NEW/ADDITIONAL QUANTITY REQUIRED C=(A- B)	JUSTIFUCATION FOR NEW/ADDITIONAL QUANTITY
1	White Board		8	1	7	Not provided in class room.

FULL SIGNATURE OF REQUITOR
DATE:.....

APPROVE BY H.O.D/IN-CHARGE

REMARKS

VERIFIED BY SNEHASHIS ROY CHOWDHURY
JAYASISH ROY CHOWDHURY

FORWARD BY CPC

APPROVE BY PRINCIPAL

REMARKS
