FORM 'C'

(In triplicate) Annexure-II

For Adjustment of Cash Advance/Advance of Cheque/for payment by Cheque (Please Tick)

Dontt Code RCVI	200	-200	S. No.	
Deptt. Code BCVL	(Financ	ial Year)		

भारतीय प्रौद्योगिकी संस्थान : दिल्ली

INDIAN INSTITUTE OF TECHNOLOGY : DELHI SUMMARY SHEET CONSUMABLE STORES

Emp Code Advance Amount Rs							
Department/Section	Civil Engi	ineering P	roject Code				
Budget Head		S	anction No. (if a	ny)			
S. No. Name, Address of Supplier Memo No. & Date		Description of items			Qty.	Rate	Amount
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			Total				

IRD A/Cs/Main Account/Audit/Stores/FITT

Name of Official who drew advance : (Buyer)_

Certified that the items of this sheet have been procurred by me in good condition.	For Adjustment/For Payment Passed for Rs
Sign. of Buyer(S) Name (s)	On A/C of
E. Code (s)	(in words)
	By Cheque directly to vendor/through (Name)
material and the party	Sign. H.O.D./P.I. E. Code :
HOD/Nominee to sign after ensuring that S. No. as put at the Sign. of HOD or Nominee	e top of the previous page is in order.

ISSUE RECORD

Date Particulars of Items		& Ytoma	Quantity		Balance	Issued to Sign.	
		of Items	Received	Issued	Dalance	Issued to Sign. & E. Code	
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