



## Annexure-28

CHAPTER-21  
ANNEXURE-28  
(Clause 21.5.1)

### Inspection Note

Stores Reference : \_\_\_\_\_ Date \_\_\_\_\_

Please inspect the following Materials early :

Purchase Order Reference and Date : \_\_\_\_\_

Name of Supplier : \_\_\_\_\_

Description of Item \_\_\_\_\_ Unit \_\_\_\_\_

Item Code \_\_\_\_\_ Category \_\_\_\_\_ Urgency Level \_\_\_\_\_

Total Qty on Order \_\_\_\_\_ Qty Supplied before this lot : \_\_\_\_\_

GRN Number & Date \_\_\_\_\_ Qty Supplied this lot \_\_\_\_\_

Balance Qty now outstanding \_\_\_\_\_

Due Delivery Date : \_\_\_\_\_ Actually Supplied this lot on \_\_\_\_\_

Store Keeper

Inspection Note No. : \_\_\_\_\_ Date : \_\_\_\_\_

Following Materials have been accepted / rejected as follows :

S. No.	Description of Stores	Qty offered for inspection/ delivered	Qty Accepted	Qty Rejected	Reasons for Rejection

Inspecting Officer

Supplier

Consignee

#### Copies :

- A/Cs with concerned papers
- CPSO
- Store Officer
- User Section