

Government of India
Ministry of Electronics & Information Technology
NATIONAL INFORMATICS CENTRE
A-Block, CGO Complex, Lodi Road, New Delhi - 11 00 03
(GENERAL STORE)

Requisition form for General Consumables Items

Requisition No.- 47740

Date : 12-10-2023

Name of the Division **Web Technology** for the month of **Oct 2023**

Number of persons for whom indent relates: **Gazetted: 9 Non-Gazetted: 0 Total: 9 .**

I hereby certify that the demand submitted is minimum and will be utilized for Government work and is according to prescribed scales.

S.no	Name Of Article	Quantity Demanded(in Words)	Quantity Issued(in Words)	Remarks
1	PAPER Photocopier/Xerox (Size: A-4)	2(Two)		
2	HI-TECPOINT V-5 PEN	1(One)		Shri Lokesh Joshi [5309], Scientist-F Last Issue: (22-02-2022)

(Signature of receiver with date)

Employee Code No : **5309**

Id Card No. _____

Int, No. _____

Tel, No. _____

(Signature of Government Servant)

Name : **Shri Lokesh Joshi [5309], Scientist-F**

Contact Details : 9871073765, 5371, lokesh@nic.in

Signature of the HOD/HOG: _____

Name: _____

Seal: _____

Signature of the issuing authority with date: _____

• **(Items will not be issued on last working day of the month.)**

• (Note: The receiver and indenter should be the same person.)