

AN INTERNSHIP REPORT ON INVENTORY MANAGEMENT AND STOCK HANDLING AT SATYAWATI DEVI HARDWARE

Submitted to

Pokhara University

Faculty of Management

Siddhartha International College

Submitted by

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P.U. Registration No.: 2022-02-45-0318

Exam Roll No.: 22450329

An Internship Report

In partial fulfillment of the requirement for the degree of

Bachelor Of Business Administration in Banking and Insurance (BBA-BI)

Butwal

August 2025



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RECOMMENDATION

This is to certify that the Internship Report

Submitted by

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P.U.REG.NO: 2022-02-45-0318

In partial fulfillment for the award of the degree

Of

Bachelor Of Business Administration in Banking and Insurance (BBA-BI)

has been prepared as approved by this College. This Internship assignment report is forwarded for examination.

.....

Date: August, 2025

Mr. Dipak Bhandari

DECLARATION

I hereby declare that the internship report entitled "*Inventory Management and Stock Handling at Satyawati Devi Hardware*" has been prepared by me for the partial fulfillment of the requirements of the Bachelor Of Business Administration in Banking and Insurance (BBA-BI) program under Pokhara University. This report is based on my work experience during my internship at Satyawati Devi Hardware, and all the information and data presented here are true to the best of my knowledge and belief.

This report has not been submitted elsewhere for the award of any degree or diploma.

Date: August 1, 2025

Place: Butwal-11, Devinagar

Name: Riya Chaudhary.....

ACKNOWLEDGEMENT

I would like to express my heartfelt gratitude to all the individuals who have contributed their time, support, and guidance throughout my internship at Satyawati Devi Hardware.

Firstly, I would like to extend my sincere thanks to my internship supervisor, Mr. **Dipak Bhandari**, for his continuous guidance, valuable feedback, and constant support. His expertise and direction have been essential in the successful completion of this report, and I have gained a deeper understanding of inventory management and stock handling.

I am also grateful to Mr. Netra Prasad Pokhrel, the owner of Satyawati Devi Hardware, for providing me with the opportunity to apply my theoretical knowledge to practical situations. Special thanks to the entire team at Satyawati Devi Hardware for their cooperation and encouragement throughout my internship period.

Additionally, I would like to express my sincere gratitude to my principal, Mr. Ram Prasad Kharel, and my lecturer, Mr. **Dipak Bhandari**, for their support and guidance. I also want to thank my family and friends for their continued support during my academic journey and throughout this internship.

This report would not have been possible without the help and encouragement of all these wonderful people.

Date: August 1, 2025

Place: Butwal-11, Devinagar

Name: Riya Chaudhary

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LIST OF ABBREVIATION

NPR - Nepalese Rupee

SDH - Satyawati Devi Hardware

N/A - Not Applicable

VAT - Value Added Tax

FIFO - First In, First Out

L/C - Letter of Credit

PO - Purchase Order

P/O - Purchase Order

P&L - Profit and Loss

B2B - Business to Business

B2C - Business to Consumer

CIF - Cost, Insurance, and Freight

MOQ - Minimum Order Quantity

CST - Central Sales Tax

WIP - Work in Progress

OEM - Original Equipment Manufacturer

R&D - Research and Development

EOL - End of Life

EXECUTIVE SUMMARY

This report details my internship experience at **Satyawati Devi Hardware**, located in **Tilottama-5, Shankharpur**. The internship provided valuable insights into inventory management, stock handling, and retail operations in a hardware business. Over the internship period, I actively participated in monitoring inventory levels, recording sales transactions, and assisting customers with their product needs.

Under the guidance of **Mr. Dipak Bhandari**, I learned the importance of systematic stock handling, supplier coordination, and maintaining accurate purchase records. I was involved in organizing the store layout for better accessibility, updating inventory records, and ensuring proper labeling of materials for improved stock management.

This internship also allowed me to observe customer behavior, understand product demand patterns, and apply communication skills to enhance customer satisfaction. Additionally, I assisted in identifying outdated or low-demand products and suggested strategies for effective stock clearance.

The experience greatly enhanced my practical knowledge of hardware store management, improved my problem-solving skills, and strengthened my ability to handle real-world business scenarios. This report outlines my key responsibilities, the challenges encountered, and the skills gained throughout this learning journey.