FORM 7

STORES INDENT

(Referred to in paragraph 7.2.9)

No			
Date	Government of India		
Division	Stores indent on	Division	
Sub-division			

Sl.	Description	Code	Quantity	Quantity	Unit	Rate	Value	Head of	Name of	Name of the	Dated signature
No.	of Stores	No.	Indented	Issued				Account	work/job (with	person to whom	of indentor and
									name of	the stores are to be	his designation
									contractor from	delivered and his	(Divisional/Sub
									whom value is	signature	-Divisional
									recoverable		Officer)
										Name Signature	
1	2	3	4	5	6	7	8	9	10	11	12

Issued on Signature Designation	Received Signature Designation	Bin Card No	Ledger Folio No. and Sl. No. of item Ledger Divisional Keeper Accountant	Remarks, if any
13	14	15	16	17

^{*} Should be machine numbered in booklet form.

FORM 7A

REGISTER OF INDENTS

(Referred to in paragraph 7.2.10)

SI. No.	Indent No. Date		Description of Stores	Code No.	Quantity Indented	Name of work/job (with name of contractor from whom value is recoverable)	Signature of Indenting Officer	Quantity received	Reference to Stock A/c	Remarks
1	2	3	4	5	6	7	8	9	10	11