



Maharaja Agrasen College
 Vasundhara Enclave, Delhi -110096

Form No. - III

Purchase / Work Requisition

Requisition No. _____

Budget Head

Maintenance A/c (_____)
 Sub Budget Head

Dev. A/c

Stu. Soc. Fund (_____)
 Sub Budget Head

| Item No. | Item /Work Description | Purpose | Qty req. | Unit Price | Amount ` |
|-----------------------|------------------------|---------|----------|------------|----------|
| | | | | | |
| Total Amount ` | | | | | |

Advance Required, if any, `: _____

Requisition by: _____
 Signature

Forwarded by: _____
 Signature

_____ office use only _____

- A.O.

- Bursar

- Principal

Advance Amount Sanctioned (`): _____

Local Purchase Committee (if required):

- 1.
- 2.
- 3.



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