



OFFICE OF THE DIRECTOR/PRINCIPAL
ATAL BIHARI VAJPYEE GOVT. INSTITUTE OF
ENGINEERING & TECHNOLOGY PRAGATINAGAR P.O.
GUMMA TEHSIL KOTKHAI DISTT. SHIMLA H.P. 171202.

01783-253918 253919 Email Id:director.abv@gmail.com

To

The Director/ Principal
ABV Govt. Institute of Engineering & Technology,
Pragatinagar, District-Shimla (HP) 171202

Subject: Request for the purchase of store material.

Sir,

The following items/material is /are urgently required for surveillance in Office, Hostel and Campus Necessary sanction/permission may please be accorded.

Sr. No	Name of the items with specification	Qty.	Appx. Rate	Amount with GST	Purpose
1					
2					
3					
4					
5					
6					

Signature of demanding officer/official

Signature of recommending Officer

The above are available /not available in the store.

Signature of store In charge

Signature of store Officer

Sanction is hereby accorded for Rs.------(Rupees-----,-
) for the purchase of above store items from Govt. fund/ Student fund after completing the chordal formalities.

SCHEME	05-OE	30-MV	31-M&E	33-M&S					

SOE CODE	112	105	003	SWF					
TICK									

Director /Principal
ABVGiet Pragati Nagar
Distt Shimla H.P.171202