

**ICMR - National Institute of Cancer Prevention and Research
Noida – 201 301 (U.P.)**

(Procurement Indent Form)

1. Name of the Indenter:
2. Designation:
3. Dept./Centre/Section:
4. The following stores/Items/Equipment/Consumables may be acquired as early as possible:

Sl. No.	Name of Items/ Equipment with general specification (Attach separate sheet if required)*	Qty. Required	Present Stock Position	Estimated Cost (Rs.)	Purpose & Justification of procurement

5. Nature of Indent Items/Store:
 - a) Equipment/Machinery/Furniture/Fixture:
 - b) Consumables/Non-consumables:
6. Whether Items are available indigenously or to be imported:
7. Whether new or replacement item:
8. If Replacement item, furnish the details:
9. Budgetary head (Institute Fund/Project, specify the project name):
10. Approval of SAC (please enclose copy of approval):
11. Expected delivery period:
12. Possible source(s) of supply (List to be attached):

Certificate

It is certified that no surplus stock of the indent item(s) is lying in the section/division.

Date:

Signature of the Indenter

Head of the Division/Dept.

* Specifications of the items are signed by the indenter as well as the HOD and copy attached for reference.

* Separate indents may please be given for different kind of items.