



**International Institute of Professional Studies  
D.A. University, Indore**

**DEPARTMENT INDENT / REQUISITION FORM**

Indent Date: \_\_\_\_\_

Name of the indenter with designation: \_\_\_\_\_

S. No.	Details of items with all specifications	Qty. Required	Approximate Cost	Purpose

Note: 1. Separate indent forms should be used for different types of items.

Signature of indenter

Administrative officer

\_\_\_\_\_  
[Signature Procurement Committee]

Director