

TECHNICAL STORE
Government of India
Ministry of Communication & Information Technology
National Informatics Centre
A-Block, CGO Complex, Lodhi Road
New Delhi-110003

REQUISITION FOR – DMP/LASER/LINE PRINTER

Name of Division

Ministry/Deptt./State/Distt.

Location with room no. where
printer will be installed

Date of issue

Name of concerned officer and
Contact phone no.

Sl.No.	Name of the article	Qty.	Serial No.
1.	Printer		
2.	Printer cable		
3.	Manual		
4.	Tonner/Ribbon		
5.			

Signature of receiver

Signature of HOD

Name

Name

Designation

Designation

Emp.Code

Req. No.