भारतीय विज्ञान शिक्षा एवं अनुसंधान संस्थान बरहमपुर
Indian Institute of Science Education and Research Berhampur
Established by the Ministry of Education, Govt. of India

**Form: S&P 04**

## RECEIPT OF MATERIAL

1. All items delivered against our Purchase Order No. ____________________________ dated _______________ have been received in the lab on ____________(date) and accepted.

2. The quantities of the ordered material is/are correct & in line with the required specifications.

3. There is no damage or deficiency in the material.

4. The items entered in the Dept./Lab Stock Register at Page No. _________ & Sr. No._______________________.

5. Invoice /Bill No._______________________dated _______________________

6. Location of Item_________________________

Signature of the Indenter: ____________________

Name:

Designation:

Department:

Signature of HOD: _____________

Name:

Designation:

Department: