

Samaj Shikshan Mandal's
Amruteshwar Art's, Commerce and Science College,
Vinzar, Velhe, Pune-412213

Requisition form for maintenance

To,
The Principal,
Amruteshwar Art's, Commerce and Science College, Vinzar.

A) Type of work:

B) Work description:

C) Priority:

D) Probable cost:

E) Suitable vendor's names:

F) Instrument/Machine name (If applicable):

G) Purchase if any:

Head of Department

Head IQAC

Principal

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Work Order for Maintenance

1. Type of work:

2. Description of work:

3. Instrument/Machine name (If applicable):

4. Priority of work:

5. Estimated cost:

6. Required time to complete:

7. Name of selected vendor:

8. Material used to complete work:

Remark:

Head of Committee

IQAC

Principal