

राष्ट्रीय कृषि प्रमुख कीट ब्यूरो
NATIONAL BUREAU OF AGRICULTURALLY IMPORTANT INSECTS
हेब्बाल, बैंगलूर – 560 024
Hebbal, Bangalore – 560 024

**PROFORMA FOR ADVANCE FROM IMPREST FOR PURCHASE OF URGENT
NATURE**

Name and designation of Indentor :

Division/section :

The following items are urgently required for.....
and a sum Rs..... may be given advance from the IMPREST FUNDS to me to purchase items from the total market. The amount will be adjusted within three days from the date of drawing of advance by me

Sl. No.	Particulars of Items	Specific marks	Qty	Approx	Purpose
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Remarks of store keeper

Signature and Designation of the Indentor with date

Remarks of the Purchase committee

Signature of Head of Division/section with date

SANCTION

1. Purchase of the above item(s) is approved out of IMPREST FUND
2. Expenditure of Rs.... Sanctioned
3. The above advance may be given to Shri/Dr.....

Administrative Officer