CSIR - CROPS RESEARCH INSTITUTE

LOCAL PURCHASE REQUISITION

I ……..... Project Code: ……

P.V. NO. ……. Date: ……..……..

Requested By: …….…… Signature of Applicant: ……

……..……

Division/Section: ……... Staff Code: …….…….

Purpose: ……...

Head of Division: …….. Date: …….

APPROVED BY: …… Date: …….

DIRECTOR

NO.	DESCRIPTION OF ITEM	QTY	UNIT PRICE	TOTAL
	TOTAL			

Checked By: …….. Date: ……..… Pricing By: …… Date ……...…

Procurement Officer Purchasing Officer

Accountant ……. Date: …… Audited By: …… Date ……..……..