

**CeNS – Library
Book Purchase Requisition Form
(From Book Grant)**

| |
|-------------------|
| Ref. No: CeNS/BG/ |
|-------------------|

Date :

| | | | |
|----------------|--|-----------------|--|
| 1. NAME | | DIVISION | |
|----------------|--|-----------------|--|

| 2. DOCUMENT DETAILS : (Tick the appropriate box below) | | | | | | | |
|---|-------|--------|---------|-----------------------------------|------|--------------------------|--|
| Sl.No. | Title | Author | Edition | Year | ISBN | Publisher & Place | Vendor, Invoice No.(In case of Direct purchase by Researcher) |
| | | | | | | | |
| Purchase method (Tick the appropriate option) | | | | Direct Purchase (By Researcher) - | | <input type="checkbox"/> | |
| | | | | Purchasing through Library - | | <input type="checkbox"/> | |

Recommendation of the Supervisor or above.

Signature:

Name of the Supervisor :
(Researcher)

Signature

For Library Use :

Total grant remaining for the present year :

Library Asst.

Administrative Officer

Director