

Subject:

REQUISITION OF BATH ITEMS FOR ADMIN-I

It is submitted that the following bath items required for Admin-I

Branch on urgent basis:-

- | | | |
|----|-----------------------|-----------|
| 1. | Tezab (Acid) | 06 bottle |
| 2. | Handle wiper (cloth) | 03 Nos. |
| 3. | Lux Soap Big | 04 Nos. |
| 4. | Vim Liquid bottle big | 03 Nos. |
| 5. | Vim Powder big | 10 pkt. |
| 6. | Harpick big bottle | 04 Nos |
| 7. | Duster Cloths | 06 Nos. |

In this regards, it is requested that the case may be sent to the Purchase Officer for further necessary action please.

D.No. 3145 AD-I
Dated 21/04/21

D.R. (Admin-I)

A.O. (Admin-I)

Ad
20/4/21

P/O

Mr. M. Abiy
22/4/2021

ACCOUNTS BRANCH

NO.R. 6705 A/C

Dated 21-4-21