

ADMIN. BRANCH-IISUBJECT: **PURCHASE OF ITEMS**

It is submitted that following items are required for Admin-II-

1.	Paper Rim	40 No. (A4 Size)
2.	Paper Rim	10 No. (Legal Size)

It is requested that administrative approval may kindly be granted for purchase of following items through Purchase Officer for the Admin-II for smooth functioning of the office work please.

DR. A. 2 11/06/21
Registrar sb

11/6

11/6/21
A.R.(Admin.-II)