

**NATIONAL HIGHWAY AUTHORITY**  
**Admn Wing (Store Section)**

**DEMAND FOR OFFICE EQUIPMENTS / FURNISHER & FIXTURE**

**Name:** \_\_\_\_\_ **Designation:** \_\_\_\_\_ **BS:** \_\_\_\_\_

**Wing / Section:** \_\_\_\_\_.

**Service Type:** Regular / Contract/ Daily Wage/ Individual Consultant/ Advisor/ Expert.

Sr. No.	Description	Quantity Demanded	Quantity Issued	Purpose
1.				
2.				
3.				
4.				
5.				

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Recommendation of Section Head:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Designation:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Recommendation of DD (General Admn) HQ / DD/AD(Admn) Region / Project or PD of a project where no DD/AD(Admn) is posted: \_\_\_\_\_

\_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Approved / Not Approved** \_\_\_\_\_

(Signature of Director (Establishment) HQ / GM(Region/Project/PD))