Computer and Statistical Service Centre (CSSC)
INDIAN STATISTICAL INSTITUTE
203 Barrackpore Trunk Road, Kolkata 700108

Requisition Form for Laptop

(Research Fellows)

1. Name:

2. Unit: 3. Date of Joining: dd/ mm/yyyy

4. Designation: 5. Mobile No.:

6. Fellowship Authority:

7. email:

8. Operating System Preferred:

9. Other Requirements:

Date: dd/ mm/yyyy   Signature of the Applicant

Recommendation by Head of Unit/Dean of Studies	Approval of the Head of CSSC

(For Use of CSSC)

Laptop Details

Model :   Serial No.:   wifi MAC:

Date of Purchase: dd/ mm/yyyy   Price: ₹   (exclusive of GST)

Operating System Provided:

Other attachments (if any):

Issued by: Signature:

Received the above specified Laptop in good condition.

Date of Issue: dd/ mm/yyyy   Signature of the Applicant

Attach a copy of selection letter and ISI Identity Card along with this form.
Return the laptop to CSSC on completion of your research program.
Report CSSC (*csscservice@isical.ac.in*) for any problem/ malfunctioning of the laptop.