

University of Mumbai



Examination Section,
Despatch Unit,
M.J.Phule Bhavan,
Vidyanagari, Kalina,
Santacruz (East),
Mumbai 400 098.

No. Exam./Des./4/ 977 of 2016

21st June, 2016.

CIRCULAR

Sub :- Statement of the Balance Stock of Blank Bar coded answer books of 40 pages (Pink/Green & Blue Colour) & stationary etc.

Directors/Heads of University Department, Principals of the affiliated Colleges, Heads of the recognized Institutions & The Principal, Sir J. J. College of Architecture, The University Librarian & Heads of the University Department of Library & Information Science, Professor-Cum Director, Institute of Distance and Open Learning and the Assistant Registrar, University Sub-Center, Ratnagiri, are hereby requested to submit the balance stock of blank Bar Coded answer books of 40 pages (Pink/Green & Blue Colour) in the enclosed Proforma which is remained with them. The enclosed Proforma duly filled may please be sent within 15 days receipt of this circular to the undersigned, so as to enable this office to collect the same and supply them the required stock of various blank answer books for the examination of Second half 2016 well in advance to avoid any further delay.

Please treat this as most urgent.

WJ
20/6/16

Deputy Registrar
Despatch(Exam)

Encl; PROFORMA.

Email us : despatch.godownexam@mu.ac.in

Contact : 022-26543389.

To,

Directors/Heads of University Department, Principals of the affiliated Colleges, Heads of the recognized institutions & The Principal, Sir J. J. College of Architecture, The University Librarian & Heads of the University Department of Library & Information Science, Professor-Cum Director, Institute of Distance and Open Learning and the Assistant Registrar, University Sub-Center, Ratnagiri,



Examinations Section, Despatch Unit (Godown) Mumbai-400 098.
Contact No. 02226543389. Email : despatch.godownexam@mu.ac.in

PROFORMA

Showing of balance Answer books & other Stationery statement in No. of Quantity as follows :-

First Half - 2016

Sr. No.	Particulars	Unused Balance	Stamped/Used Balance	if any,
1	32 page Pink A/b			
2	40 page Pink A/b			
3	40 page Blue A/b			
4	40 page Green A/b			
5	40 page Grey A/b			
6	Full size Draw. Sheet			
7	Half size Draw. Sheet			
8	Tracing Paper			
9	Supervisors Report			
10	Attendance Report			
11	Other Stationery			

Name of the College :-

Name of the Principal :-

Name of the office Superintendent :-

Contact No. :-

Date:-

Signature & College Seal