Date: 05.07.2026
Shakti Foundation for Disadvantaged Women
Procurement Department
Payment Requisition Form:

Sl No	On favor of	PR-NO	Total Bill (Excluding VAT & AIT)	Advance Amount	Purpose of	Approved No	Mode of payment
1	A.N.M Imamul Hassan (23469)	260624000018	9,000	9,000	9Pair Shoes for Security Guard.	Approved By Procurement Head (Financial Year 2025-2026)	Adjustment
2		260624000014	200	200	1Pcs Pitol Polish for Security Guard.		
3		260624000012	320	320	4Pcs Ink for Security Guard.		
4		260624000011	50	50	1Pcs Name Plate for Security Guard.		
5		260624000019	350	350	Rat Insecticide for H/O		
6		260627000008	290	290	Favicon Gum for H/O.		
7		260627000006	370	370	Circuit & Fower Adapter for Ring Fill Light.		
		Total	10,580	10,580			

IN WORD: Ten Thousand Five Hundred & Eighty taka Only..

A.N.M Imamul Hassan
Procurement Dept

Md.Abul Hasham Mozumder
Head of Procurement

Finance Department

Shakti Foundation (Finance)
RECEIVED
13 JUL 2026
Time:.................. Sign:..................

Finance Department
Total Bill Tk. 12257
(-)TDS @ 5 % Tk. 557
(-)VDS @ 10 % Tk. 1114
Total Payable Tk. 10580
(-) Advanced Adj. Tk. 10580
Net Payable Tk.
Signature & Date

Checked By
Internal Control and Legal Department
Shakti Foundation for Disadvantaged Women

Md. Ansarul Haque
Deputy General Manager
Assistant Audit Coordinator
Internal Audit & Legal Department
Shakti Foundation for Disadvantaged Women