

To
The Principal
A.B.N. Seal College, Cooch Behar
Pin: 736101

Sub: Requisition for essential equipment (Desktop Computer) to be used for departmental purpose

Respected Sir,

This is to bring to your notice that the Department of Political Science is in need of a Desktop Computer to be used for departmental works. The configuration of the desktop is given below.

Model HP 20-CO201L (Corei3 6th gGeneration, 4GB, TB, DOS, 19.5"- All-in- One Desktop)

The department shall remain grateful if you make necessary arrangements for the same.

With regards

Date: 02.07.2018
Place: Cooch Behar

Shampa Datta

Head
Department of Pol. Sc
Acharya B.N. Seal College (Co
Cooch Behar-736101, W.B