



DIGITALISED DEMAND PROCESS

For Plantation Drives & Green Gifts



STEP 1

indent.chitkara.edu.in/Interface/dashboardIndex.php

Online Indent Portal 

HOME 

INDENT

For Item To Be Purchased

REQUISITION SLIP

Item To Be Issued From Central Store

PHOTOCOPY REQUEST

For Photo copy of official document

NOC

For Material to be discarded

INTERNAL REQUISITION


For OIT / Store material issue

Plantation


Green Gifts / Horticulture


Form - 29


New Demand


CHITKARA UNIVERSITY  Welcome, Mr. Davinder Singh [Log Out](#)

STEP 2

Online Indent Portal 

HOME 

DASHBOARD 

PLANTATION MASTER 


Today Plantation (2-Jul-2024)


Pending	0
Approved	0
Rejected	0
ALL	0


Till Date Plantation


Pending 0	Approved 0	Rejected 0	All 0
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STEP 3


Online Indent Portal 

HOME 

DASHBOARD 

NOC MASTER 

Search Filters

SI No: **CU/PB/IND/** 24-25  SI No.

Select Guest Category:

Date: From To

Status: Pending Approved Reject All

[SEARCH](#)

Plantation List

#	Request Ref No.	Date	Department	User Details	Status	Action
No Data Found						

[+ ADD](#)



STEP 4

Fill in the details

- Online Indent Portal
- HOME
- DASHBOARD
- NOC MASTER

Department: **Admin Department**

Date: Department: Name: Employee Code:

Contact No: Email Id:

Add Plantation Detail [Back](#)

#	Guest Name	Guest Category	Personalized Tag	Preferred Venue	Plant Type	Plantation Time & Date
1	<input type="text" value="Guest Name"/>	<input type="text" value="Select Guest Category"/>	<input type="text" value="Personalized Tag"/>	<input type="text" value="Preferred Venue"/>	<input type="text" value="Select Plant Type"/>	<input type="text" value="dd-mm-yyyy -- --"/>

[+ Add More Row](#) [x Remove Row](#)

- Select Guest Category
- Select Guest Category
- VVIP
- VIP
- INTERNAL FACULTY
- STUDENTS

[Save](#)

Department: **Admin Department**

Date: 2024-07-02 Department: Admin Department Name: Mr. Davinder Singh Employee Code:

Contact No: Email Id:

Add Plantation Detail

Back

#	Guest Name	Guest Category	Personalized Tag	Preferred Venue	Plant Type	Plantation Time & Date
1	<input type="text"/>	Select Guest Category	Personalized Tag Yes No	Preferred Venue	Select Plant Type	dd-mm-yyyy --:-- --

+ Add More Row ✖ Remove Row

Save

- Online Indent Portal
- HOME
- DASHBOARD
- NOC MASTER

Department: **Admin Department**

Date: 2024-07-02 Department: Admin Department Name: Mr. Davinder Singh Employee Code:

Contact No: Email Id:

Add Plantation Detail

Back

#	Guest Name	Guest Category	Personalized Tag	Preferred Venue	Plant Type	Plantation Time & Date
1	<input type="text" value="Guest Name"/>	<input type="button" value="Select Guest Category"/>	<input type="button" value="Personalized Tag"/>	<input type="text" value="Preferred Venue"/>	<input type="button" value="Select Plant Type"/>	<input type="text" value="dd-mm-yyyy --:-- --"/>

- Bottle Palm
- Ficus Benjamina
- Plumeria Alba
- Grevilla Robusta
- Washingtonia Palm

Save

IN CASE OF
ANY QUERY



Mr. HAMID RAZA -
Sr. HORTICULTURIST

Mr. SANTHOSH S -
HEAD, TECHNOLOGY
IMPLEMENTATION