附件

泉州师范学院实验材料及低值易耗品入（出）库单

（线上填报）

单位： 采购人： 年 月 日

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **序号** | **品名** | **规格或**  **型号** | **单位** | **单价（元）** | **数量** | **金额（元）** |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| **合计金额** | | | | | |  |

注：①本单适用于即买即用、无需库存的实验材料及低值易耗品的采购、入（出）管理，对于购买量大、需要库存的采购，入库单和出库单必须分别填写。②采购人与验收人不能为同一人，采购人与经费负责人可为同一人。

经费负责人签字： 验收人签字：

泉州师范学院实验材料及低值易耗品出库单

单位： 年 月 日

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **时间** | **品名** | **规格或**  **型号** | **单位** | **数量** | **领用人** | **备注** |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |