



भारतीय प्रौद्योगिकी संस्थान इंदौर
Indian Institute of Technology Indore

FORM NO.: SS01

स्वीकारता / अस्वीकारता प्रमाणपत्र
ACCEPTANCE/REJECTION CERTIFICATE
(For all Equipment procured on demanded by user section)

CERTIFICATION BY THE INDENTOR:

Date of Delivery of the material: _____

Location: Building _____ Room No. _____

Installation required: Yes / NO

If required, date of Installation: _____

(Please attach installation certificate clearly mentioning the date of installation)

Signature of the Indentor

<u>1.</u> Supplier's Name & Address:	<u>2.</u> PO No. & Date:
<u>3.</u> Budget Head of Account:	<u>4.</u> Challan No. & Date:
<u>5.</u> Invoice No. & Date:	<u>6.</u> Invoice amount:
<u>7.</u> Project No.(if applicable):	<u>8.</u> Name of Project Investigator/ Indenter:

ACCEPTANCE CERTIFICATE

1. Certified that the items mentioned against the above Invoice have been inspected and found acceptable by the undersigned in accordance with the quality and quantity and specification(s) in our purchase order.

2. Installation & Commissioning certificate/document is enclosed. Recommended for processing payment to vendor as per purchase order.

Indentor
Name: _____
Date: _____

HOS/HOD/DEAN
Name: _____
Date: _____

REJECTION CERTIFICATE

1. The items are rejected for the following reasons:-

Indentor
Name: _____
Date: _____

HOS/HOD/DEAN
Name: _____
Date: _____

Enclosures checklist: (Duly filled form, certified by indenter/custodian and HOD)

1. Original Invoice 2. Delivery Challan 3. PO/GeM Copy 4. Installation/Service Report 5. Warranty Certificate