**भारतीय विज्ञान शिक्षा एवं अनुसंधान संस्थान मोहाली**

**I INDIAN INSTITUTE OF SCIENCE EDUCATION AND RESEARCH MOHALI**

 **(Estd. By Ministry of Education, Govt of India)**

 Sector-81, Knowledge city, PO-Manauli, SAS Nagar Mohali-140306, Punjab

 PAN No. - AAAAI1781K GST No. 03AAAAI1781K2ZS

**MATERIAL RECEIPT & INSTALLATION-REPORT**

1. STORES/EQUIPMENTS/MATERIALS DETAILS:-

|  |  |
| --- | --- |
| Indenter(s) Name :- |  |
| Department(s) / Lab(s) :- |  |
| Equipment(s) Details / Description :- |  |
| Purchase order No. / Date :- |  |
| Amount / Value :- |  |
| Firm(s)/Vendor/Supplier(s) Name :- |  |
| Shipment terms :- (Tick) | FOR / FCA / FOB / CIF / CIP / Ex-Works / Other |

1. STORES/MATERIAL INWARD DETAILS:-

|  |  |
| --- | --- |
| Mode of Supply :- | By-Hand/Courier/Clearing House Agent/Other |
| Material receipt date/stock :- |  |
| Material Installation Date :- |  |
| Invoice(s) details :- |  |

1. Certified that the stores have been examined by me and found acceptable in accordance with quality, quantity and specification as per indent/order.
2. Payment to above / Vendor / firm(s) / CHA / Courier may please be released.

Inspecting/Indenting Officer

 (Stamp and sign)

Remarks if any :-

1. REMITTANCE / PAYMENT :-
2. Certified that the goods have been entered in stock register Sr. No. \_\_\_\_\_\_\_\_ at page \_\_\_\_\_\_\_ dated \_\_\_\_\_\_\_\_\_ and issued vide slip no \_\_\_\_\_\_\_\_\_\_\_\_\_ dated \_\_\_\_\_\_\_\_.
3. The invoice is in order and has been passed and forward to accounts for payment.

Remarks if any :-

Assistant Registrar / In-charge (P&S)