

PROFORMA (PURCHASE OF CONSUMABLE ASSET)

*****To be filled by Indenter*****

Certified that the consumable.....
purchased for the Division.....from M/s.....
vide invoice no. dated: against NIT Puducherry Purchase order (PO)
No. dated:
for Rs. fulfilled the following parameters:

- a) All the items received vide the above Invoice were verified and found to be in good working condition.
- b) The Item has already been installed / assembled and is / are being used or in ready to use condition.
- c) All the items received are technically in conformity with the purchase order specifications and of the ordered quality.
- d) All the accessories / parts and free offers, if any, of the equipment as per PO and invoice were received and are in good working condition.
- e) Warranty card, Product user manual, Technical details, Calibration certificates etc. were either provided (or) not applicable.
- f) Necessary training, if needed as per PO, was provided by the supplier.

Since the product(s) / item(s) supplied comply with all technical requirements / specifications / configuration of said Purchase order, the same can be processed further for making payment **as per PO terms and conditions.**

All the items received were entered in.....department stores.....
stock register volume no: Page no:on.....and stock register stamping was done.

Date of delivery: Date of installation:

Whether warranty certificate enclosed (If applicable) : Yes / No / Not applicable

Remarks :

Signature of the Indenter

**Signature of the HoD/Section Head/
Chief Warden**