

PROFORMA

Certified that the asset / equipment _____ purchased from
M/s _____ vide invoice no. _____
dated _____ against CUTN Purchase order No. _____ dt. _____:
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 Equipment/ Furniture / item / asset has already been installed / assembled and is/are being used or in ready to use condition
- c. All the items received were entered in stock register and stock register stamping was done.
- d. All the items received are technically in conformity with the purchase order specifications and of the ordered quality.
- e. 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.
- f. Warranty card, Product user manual, Technical details, Calibration certificates etc. were either provided or not applicable.
- g. Necessary training, if needed as per PO, was provided by the supplier

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

Remarks / Deviations/ Deficiencies, if any, to be listed below: (if there is no deviation, it may be written as "NIL")

- 1.
- 2.

Remedies, if any, suggested:

- 1.
- 2.

Signature of the Technical Assistant

Signature of the HoD / Coordinator/
Engineer/IT/Technical in charge

Signature of User or Head of User department