

भारतीय सूचना प्रौद्योगिकी, अभिकल्पना एवं विनिर्माण संस्थान, कांचीपुरम Indian Institute of Information Technology, Design and Manufacturing, Kancheepuram

Dean (SR,IC&CE) Office

	TEMPORARY ADVANCE REQUISTION FORM: PROJECT	/ EDUCATIO	NAL EVENT	
1.	Project No./ Funding Agency/ Educational Ex	ent:		
2.	Name of P.I / Coordinator			
3.	The following items are urgently required for Projects / Event			
SI.	Particulars of items to be purchased	Quantity	Approximate	cost
No.				
4. (Certified that: a. The requested materials are absolutely essential for the Project b. Purchase would be made after ascertaining the lowest rates from with quality. c. Expenditures that will incur will be as per Project / Event norms	om at least thr		oing
5.	No. of advance pending settlement with details :			
6.	Amount of advance requested : Rs		_	
5.			0:	
Date	:		Signatui	re of P.
Fund	l Availability			
	Yes / No Head :			
Dat	e :		Supdt - SR	ICCE



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TEMPORARY ADVANCE SETTLEMENT FORM: PROJECT / EVENTS

Proje	ct No. / Fund	ing Agency /	Event:				Date	:
SI. No.	Bill No.	Date	Nan	Name of the Firm			Amount	
1.								
2.								
3.								
4.								
5.								
6. 7.								
8.								
9.								
10.								
L						7	Total	
Temporary Advance Draw			-					
		Amount S		-				
		Balance A	Amount	-				
Certif	ied that the	e items purc	hased for the purpos	e spe	ecified fo	r which ad	vance	e was drawn.
		•	, ,	•				
Date :				Signature of P.I				
Project No.				Name of P.I:				
Balance Amount Remitted:				Date of Remittance:				
Pass	ed for Adjus	stment of Rs	S					
	·							
	.							