



भारत संचार निगम लिमिटेड  
**BHARAT SANCHAR NIGAM LIMITED**  
 (भारत सरकार का उद्यम)(A Government of India Enterprise)

*Connecting India*

कार्यालय मुख्य महाप्रबंधक दक्षिण दूरसंचार परियोजना परिमण्डल चेन्नै 600 028  
 O/o Chief General Manager, Southern Telecom Projects, 25, Greenways Lane, Raja Annamalaipuram, Chennai-600 028  
**Ph.044-2495 2208** **MM CELL** **FAX. 044-2495 6405**

**No:CGMP/CHI/LPO-12F/OF Cable Retender II/2006-07/36**

**DATED 11-05-2007**

**PURCHASE ORDER FOR THE SUPPLY OF 1,977 KM 12F OF CABLE**

1. Name & Address of the Contractor : M/s. STERLITE OPTICAL TECHNOLOGIES Ltd.,  
Balco Core-6, 6 th Floor, Scope Complex,  
#7, Lodhi Road,  
New Delhi 110 003.  
Ph: 011-24360087  
Fax: 011-24364076
2. Purchaser : Southern Telecom Projects, Bharat Sanchar Nigam Limited,  
(Hereafter referred to as Purchaser)
3. Contractor's reference : (i).Your offer against Tender Enquiry No: TE.No:  
CGMP/CHI/OF CABLE RE-TENDER-II/2006-07 DT 20-03-2007  
(ii).Your acceptance letter No. ND/SOTL/STP/2007-08/03 Dt  
07-05-2007
4. Purchaser's reference : APO No: CGMP/CHI/APO-12F/ OF CABLE RETENDER II/2006-07/24  
Dt at Chennai 28<sup>th</sup> Apr, 2007
5. Scope of the Purchase Order : The purchaser hereby places an order on the supplier to  
supply the goods as per Annexure A
6. Delivery Schedule : The delivery of stores shall be completed **on or before  
18-08-2007** as per **Annexure-B**. Preponement of supply  
shall be considered subject to urgent requirement. The  
delivery schedule indicated herein is firm and not subjected to  
any change.
7. Prices : Total value of the order shall be Rs.**5,10,06,580/- (Rupees  
Five Crores ten lakhs six thousand five hundred and  
eighty Only)**. as per Annexure A. The unit prices given in  
Annexure are inclusive of ED, ST and other statutory duties/  
levies etc and packing and forwarding charges, freight and  
insurance charges. Benefit of any decrease in the  
taxes/duties after expiry of the delivery date shall be passed  
on to the purchaser by the supplier.
8. Particulars of route/scheme : As per Annexure-B
9. Consignee Details : As per Annexure-B
10. Mode of Transport : By Road.

## 11. Inspection

:12F OF cable developed / supplied will be strictly in accordance with the the tender no: CGMP/CHI/OF CABLE RE-TENDER-II/2006-07 DT 20-03-2007 opened on 13-04-2007. The supplies shall be made only after QA BSNL have carried out necessary inspection / testing and approved the goods for supply to BSNL.

## 12. Payment

: The 12F cable is to be supplied Scheme wise. The supplier shall submit the bill for payment Scheme wise and the payment will be made accordingly.

95% of the bill claimed shall be made on production of acknowledgement of receipt of the consignments by the ultimate consignees. The balance 5% shall be released within 6 (six) months from the date of supply of the cable and accessories in case there are no damages / shortages and on production of Taking Over Certificate from the consignee. In those cases where such damages / shortages are intimated to the supplier in writing, the balance payment shall be released only after the cases are settled in accordance with the provisions of the P.O.

100% payment (in place of 95%) may be made on delivery, provided that an additional Bank Guarantee for an amount equivalent to 5% of the value of supplies valid for a minimum period of seven months from the date of supply is furnished by the supplier along with an undertaking that the equipment/stores supplied shall be free from damages/shortages. In those cases, where such shortages / damages are intimated to the supplier in writing, the Bank Guarantee shall be extended without fail by the supplier for a suitable period at the request of purchaser in writing. Failure to do so shall result in forfeiture of Bank Guarantee. The Bank Guarantee of 5% shall be accepted and shall be released only after the cases are settled in accordance with the provisions available in the Bid Document/Purchase Order. In case, where the additional Bank Guarantee for 5% is not provided, then the payment will be settled as per above.

No payment will be made for goods rejected at the site on testing.

For claiming 95% payment the following documents are to be submitted to the paying authority.

1. Invoice-Excise Invoice in Original
2. Delivery Challan
3. Supplier certificate for dispatch/warranty certificate/Insurance policy
4. Suppliers Certificate for payment of Excise Duty, Sales Tax
5. Inspection certificate of QA
6. Consignee receipt as per the Proforma enclosed.
7. The sea freight receipt as per the rates approved by the Ministry of Water and Surface Transport, if any
8. Proof of payment of octroi/entry tax etc., if any

13. Performance security : M/s. STERLITE OPTICAL TECHNOLOGIES Ltd.,  
Balco Core-6, 6 th Floor, Scope Complex, #7, Lodhi Road,  
New Delhi 110 003.. has furnished performance bank  
guarante No. 49580IGL0075907 dated 04-05-2007 for  
Rs.25,51,000/- issued from Union Bank Of India, Industrial  
Finance Branch, M-11, M-Block, Middle Circle, Connaught  
Circus, New Delhi-1 valid up to 28-04-2010 being 5% value of  
the A.P.O Further extension of validity of performance bank  
guarantees will be arranged by the supplier as and when  
desired by the purchaser.
14. Paying Authority : As per Annexure B  
The paying authority shall release the payment only on the  
basis of ink signed copy of P.O.
15. Issue of Form C : Form-C will be issued for the goods consigned
16. Entry Tax / Octroi : Entry Tax / Octroi will be paid extra as per actuals on  
production of original vouchers.
17. Certificate about availability of funds : Funds are available
18. Head of Account : 141300 OFC system
19. Technical Specifications : As per BSNL technical specification TEC No. GR/OFC-01/04.  
SEP 2003 With latest Amendments (Amendment no-1 dated  
30-12-2003, Amendment no-2 dated 31-03-2004 &  
Amendment no-3 dated 29-06-2004) vide as per tender no:  
CGMP/CHI/OF CABLE RE-TENDER-II/2006-07 DT 20-03-2007  
opened on 13-04-2007
20. Conditions of contract : 1. As contained in Part I & Part II and special conditions of  
contract of TE No.CGMP/CHI/12F OF CABLE-TENDER/2005-2006  
DATED 01-10-2005 opened on 07.11.2005 and APO dated  
05.01.06.  
2. The supplier shall intimate the monthly supply to MM Cell  
of this office .  
3. Should the tenderer fails to deliver the stores or any  
consignment thereof within the period prescribed for  
delivery the Purchaser shall be entitled to recover **0.5 %** ( half percent ) of the value of the delayed supply for each  
week of delay or part thereof for a period up to 10 weeks  
and thereafter at the rate of 0.7 % of the value of the  
delayed supply for each week of delay or part there of for  
another 10 weeks of delay. In the case of package supply  
where the delayed portion of the supplies materially hamper  
installation and commissioning of the systems, Liquidated  
Damage Charges shall be levied as above on the total value  
of the concerned package of the Purchase Order. Quantum  
of Liquidated Damages assessed and levied by the Purchaser  
shall be final and not challengeable by the Supplier.

The grace period of 21 days shall be allowed subject to the

following conditions being fulfilled by the supplier.

- a. That the store has been offered to QA by the supplier for Inspection/testing within the contracted original delivery period.
- b. That the QA has cleared the store for dispatch within the contracted original delivery period.
- c. That the supplier has carried out dispatch/dispatched the store on or before the contracted original delivery period. The supplier shall have to satisfy the paying authority by furnishing documents of dispatch confirming that he has actually dispatched the store within the contracted original delivery period.
- d. That the store has been received by the ultimate consignee on or before 21 days of the expiry of the contracted original delivery period.

The grace period of 21 days shall be allowed only in those cases, which fulfill all the above conditions.

For Deliveries made after expiry of the contracted delivery period, without prior concurrence of the purchaser and be accepted by the consignee, such delivery will not deprive the purchaser of his right to recover liquidated damage. However, when supply is made within 21 days of the contracted original delivery period, the consignee may accept the stores subject to the above conditions.

The LD Charges applicable beyond 20weeks will be charged at the flat rate of 0.7% of the value of the delayed supply for each week of delay or part thereof beyond 20weeks of delay.

4. The BSNL reserves the right to cancel Purchase Order if the agreed delivery schedule is not adhered to by the manufacturer. Any loss arising out of such delays in the supply of 12F Optical Fibre Cable shall be on the supplier account.
5. Delay by the Supplier in the performance of his delivery obligations shall render the Supplier liable to any or all of the following penal actions: forfeiture of his performance security, imposition of liquidated damages and/or termination of the contract.
6. If at any time during the performance of the contract, the supplier encounters condition impeding timely delivery of the goods and performance of service, the Supplier shall promptly notify to the Purchaser in writing the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the supplier's notice, the Purchaser shall evaluate the situation and may at its discretion extend the period for performance of the contract as deemed fit subject to furnishing of additional performance security by the supplier @ 5% of the value of the remaining quantity yet to be supplied.
7. Further, if at any time during the contract

- a. It comes to the notice of the Purchaser regarding reduction of price for the same or similar equipment/service, and /or
- b. The prices received in a new tender for the same or similar equipment/services are less than the prices chargeable under the contract, the purchaser for the purpose of delivery period extension, if any, will determine and intimate the new price, taking into account various related aspects such as quantity, geographical locations etc, and the date of its effect for the balance quantity/service to the vendor. In case the vendor does not accept the new price to be made available during the extended delivery period and the date of its effect, the purchaser shall have the right to terminate the contract without accepting any further supplies. The termination of the contract shall be at the risk and responsibility of the supplier and the purchaser reserves the right to purchase the balance-unsupplied quantity/service at the risk and cost of the defaulting vendor besides considering the forfeiture of his performance security.
- a. The vendor while applying for extension of time for delivery of equipment/service, if any, shall have to provide an undertaking as " We have not reduced the sale price, and/offered to sell the same or similar equipment/service to any person/organization including Department of Central/State Government or any Central/State PSU at a price lower than the price chargeable under the contract for scheduled delivery period.
- b. In case under taking as in clause.a above is not applicable, the vendor will give the details of prices, the name(s) of purchaser, quantity etc. to the purchaser, while applying extension of delivery period.

Divisional Engineer (MM)  
For CGM Projects, Chennai.  
Telephone:044-24952208

Encl: Annexure A & B

Copy forwarded for information & necessary action to:-

1. M/s. STERLITE OPTICAL TECHNOLOGIES Ltd.,New Delhi 110 003 may kindly send the acknowledgement of the P.O. within 10 days from the date of issue of P.O.
2. DDG (TX), BSNL, New Delhi
3. CGM (QA) BSNL, Jayanagar, Bangalore-51
4. CAO O/o CGM Projects, Chennai-28
5. DET (QA), Through the supplier)
6. All Consignees/Paying Authorities as per Annexure-B

**ANNEXURE-A**

**M/s. STERLITE OPTICAL TECHNOLOGIES Ltd.,New Delhi 110 003**  
**No:CGMP/CHI/LPO-12F/OF Cable Retender II/2006-07/36 DATED 11-05-2007**

PO NO.	Item	Unit Price in Rs./km	Qty in kms.	Total Amount in Rs.
1	12F cable	<b>25,799.99</b>	<b>1977.00</b>	<b>51,006,580.23</b>
		<b>TOTAL</b>	<b>Say</b>	<b>51,006,580.00</b>

**(Rupees Five Crores ten lakhs six thousand five hundred and eighty Only).**

**Note: FOR 12F CABLE:-**

1. Standard Cable Length will be 2KM  $\pm$  200M.
2. For every 20 drums (for every 40 KM length), 2 short length cables are permitted (**( DGM Unit wise for Project/Circle wise)**).
3. Payment of short length cables from 750 M to 1000 M length will be discounted by 15%
4. Payment of short length cables from 1001 M to 1799 M length will be discounted by 10%
5. Short length cables of less than 750 M will not be accepted.

**DGM UNIT WISE ISSUE DETAILS.**

Sl.No	DGM Unit	12F cable in kms	Total Cost-Rs	Paying Authority
1	Chennai	55.00	1,418,999.45	<b>Sr.Accounts Officer, O/o.CGM Projects, Chennai-600 028</b>
2	Madurai	160.00	4,127,998.40	
3	Salem	248.00	6,398,397.52	
4	Ernakulam	152.00	3,921,598.48	
5	Bangalore	270.00	6,965,997.30	
6	Mangalore	440.00	11,351,995.60	
7	Hubli	600.00	15,479,994.00	
8	Hydrabad	52.00	1,341,599.48	
	<b>Gtotal</b>	<b>1,977.00</b>	<b>51,006,580.23</b>	

**Consignee/Ultimate Consignee details with schedule of delivery is given in Annexure-B**

**Divisional Engineer (MM)**  
**For CGM Projects, Chennai.**

**ANNEXURE-B**

**M/s. STERLITE OPTICAL TECHNOLOGIES Ltd.,New Delhi 110 003**  
**No:CGMP/CHI/LPO-12F/OF Cable Retender II/2006-07/36 DATED 11-05-2007**

Sl. No	DGM UNIT	Consignee Division	Ultimate Consignee -where materials to be Delivered	For Scheme Name	Total order 12F cable -in kms	Schedule of supply			Total Cost-Rs
						On or before 20-06-07	21-06-07 to 20-07-07	21-07-07 to 18-08-07	
1	Chennai	The Divisional Engineer, Survey Division,6th Floor, TN Telecom Complex, No-60, Ethiraj Salai, Chennai-600 008.Ph:044-28206868, 0-9486107003	The Sub Divisional Engineer(Stores), MEPZ, BSNL Stores Godown, Phase-III, TNHB Colony, Crompt, Chennai-44. Ph:044-2238 6898.	CO-Circle works	12.00		12	0.00	309,599.88
		DE OFC Division,BSNL Towers, 25, Greenways Road, Chennai-28	SDE-Stores, MW Station-BSNL,GST Road, Tindivanam.Tel:044-2461 4661, 2461 9900	CO-Circle works	43.00	22	21	0.00	1,109,399.57
2	Madurai	Sri.R.Dhanapal Divisional Engineer, Optical Fiber Cable Division, No.22, Besant road, Chokkikulam, Madurai –625 002. Ph.No. 0452 – 2532003, 2530756 Fax No: 0452-2536590	Sri.R.Dhanapal Divisional Engineer, Optical Fiber Cable Division, No.22, Besant road, Chokkikulam, Madurai –625 002. Ph.No. 0452 – 2532003, 2530756 Fax No: 0452-2536590	Dindigal Ring+The ni Ring CAP	52.00	24		28.00	1,341,599.48
		Sri.R.Dushanthan,Divisional Engineer,Optical Fiber Cable Division, No.20/15 &16, I Floor, M.H.Complex, S.N.High Road, Tirunelveli – 627 001. Ph.No.0462– 2322401,2322402 Fax No.0462-2333402	Sri.R.Dushanthan,Divisional Engineer,Optical Fiber Cable Division, No.20/15 &16, I Floor, M.H.Complex, S.N.High Road, Tirunelveli – 627 001. Ph.No.0462–2322401,2322402 Fax No.0462-2333402	Circle CO works	24.00	24		0.00	619,199.76
		Sri.M.Rajaram Pandian,Divisional Engineer, Transmission Projects Division, No.20/15&16, I Floor, M.H Complex, S.N High Road, Tirunelveli -627 001. Ph.No 0462-2336980,2336880 Fax No.0462-2336773	Sri.M.Rajaram Pandian,Divisional Engineer, Transmission Projects Division, No.20/15&16, I Floor, M.H Complex, S.N High Road, Tirunelveli -627 001. Ph.No 0462-2336980,2336880 Fax No.0462-2336773	TVL Ring-52km+Vallioor Ring-2km+Sengundrapuram-VDR-10km	84.00	28	24	32.00	2,167,199.16

3	Salem	Shri. R. Thinagarajan, Divisional Engineer Telecom, Access Network Projects, 2nd Floor, Type V Quarters, Telephone Exchange Compound, Ganapathy, Coimbatore – 641 006. Ph:- 0422 – 2532400 / 2536610	Shri. R. Thinagarajan, Divisional Engineer Telecom, Access Network Projects, 2nd Floor, Type V Quarters, Telephone Exchange Compound, Ganapathy, Coimbatore – 641 006. Ph:- 0422 – 2532400 / 2536610	CCO/DLC	20.00	20		0.00	515,999.80
		Shri. Mathiazhan, Divisional Engineer Telecom, Microwave Project, Type V Quarters, Ground Floor, Telephone Exchange Compound, Ganapathy, Coimbatore – 641 006. Ph:- 0422 – 2531740 / 2531741	Shri. Mathiazhan, Divisional Engineer Telecom, Microwave Project, Type V Quarters, Ground Floor, Telephone Exchange Compound, Ganapathy, Coimbatore – 641 006. Ph:- 0422 – 2531740 / 2531741	CCO	12.00	12		0.00	309,599.88
		Shri. P.Rangaswami, Divisional Engineer Telecom, OFC Projects, No. 32, Valmiki Street, Subramania Nagar, Salem – 636 005, Ph:- 0427 – 2441466 / 2441566.	Shri. P.Rangaswami, Divisional Engineer Telecom, OFC Projects, No. 32, Valmiki Street, Subramania Nagar, Salem – 636 005, Ph:- 0427 – 2441466 / 2441566.	CCO	88.00		30	58.00	2,270,399.12
		Shri. K. Arivumani, Divisional Engineer, OFC Projects, Division-I, No. 18/22, E. V. R. Road, K. K. Nagar, Trichy – 620 021. Ph: 0431 – 2456772, 2456774.	Shri. K. Arivumani, Divisional Engineer, OFC Projects, Division-I, No. 18/22, E. V. R. Road, K. K. Nagar, Trichy – 620 021. Ph: 0431 – 2456772, 2456774.	CCO	68.00	68		0.00	1,754,399.32
		Shri. L. Natarajan, Divisional Engineer, OFC Projects, Division-II, No. 17/71-A, Elluppur Road, Ramakrishna Nagar, Kallukuzhi, Trichy– 620 020. Ph:0431–2411809.	Shri. L. Natarajan, Divisional Engineer, OFC Projects, Division-II, No. 17/71-A, Elluppur Road, Ramakrishna Nagar, Kallukuzhi, Trichy–620 020. Ph:0431–2411809.	CCO	60.00		20	40.00	1,547,999.40
4	Ernakulam	Divisional Engineer, Survey and Access Network, Ernakulam	Shri.K.V. Pathrose,SDE(Mob: 09447471234) Shri.Davis, JTO( 09446723440) Adaat Store Godown, BSNL TP, C/o Subash Chandrabose,Paramel House, Adaat,Trichur/Fax: 0487 2442224	AP-3km+Circle-24km	28.00	28		0.00	722,399.72
		Divisional Engineer, Transmission Projects, Ernakulam	Shri Sibyraraj SDE( 09447609960)/Shri.M.K. Phareed, JTO (09495315774)Store Godown,Transmission Projects,Circle Store Depot(CTSD),Gandhi Nagar,Cochin 682011	AP-17km+GSM-12km	28.00		28	0.00	722,399.72
		Divisional Engineer, Transmission Projects, Kozhikode	Smt.P.M. Sudha SDE (094474 81234)/Shri. N.M. Noufal JTO(09447424647)Transmission Project Godown, Medical College Road, Pottammal Jn, Nellikode, Kozhikode 673017	AP-8km+GSM-6km	14.00	14		0.00	361,199.86



			Shri. M.P.D.Nampoothiri,SDE(09447636597)/ Shri.K.V. Rajendran,JTO( 09447394650 )Coaxial Building, Keloth, Payyannur-670 307	AP-46km+Circle-16km	<b>62.00</b>	<b>30</b>		<b>32.00</b>	<b>1,599,599.38</b>
		Divisional Engineer, Transmission Projects, Trivandrum	Shri.S.Vinod SDE (9447461233)/Shri. A.Biju JTO, (9447495551) Transmission Project Godown,Near MarIvanios College, Nalanchira,Trivandrum 695 015	Circle-18km	<b>20.00</b>	<b>20</b>		<b>0.00</b>	<b>515,999.80</b>
<b>5</b>	<b>Bangalore</b>	DE TP Bangalore	Divisional Engineer Telecom, Telecom Projects, WMS Compound, 4th Floor, Sanchar Complex, 9th Main, 47th Cross, 5th Block, Jayanagar, Bangalore- 560041.	Circle-59km	<b>60.00</b>	<b>30</b>	<b>30</b>	<b>0.00</b>	<b>1,547,999.40</b>
		DE OFP Bangalore	Divisional Engineer Telecom, Optical Fibre projects, WMS Compound, 4th Floor, Sanchar Complex, 9th Main, 47th Cross, 5th Block, Jayanagar,Bangalore- 560041.	Circle-75km	<b>76.00</b>	<b>30</b>	<b>26</b>	<b>20.00</b>	<b>1,960,799.24</b>
		DE OFP Mysore	Divisional Engineer Telecom, Optical Fibre Projects, 2nd Floor, Telephone Exchange, Hardingi Circle, Nazarbad, Mysore-10	NAP-30km+Circle-45km	<b>74.00</b>	<b>30</b>	<b>26</b>	<b>18.00</b>	<b>1,909,199.26</b>
		DE OFP Hassan	Divisional Engineer Telecom, Optical Fibre projects, Sri Lakshmi Venkateshwara Nilaya, MIG 3A 27th cross, 1st phase, Beeranahalli tank, Near Vinayaka temple, Kuvempunagar, Hassan – 573201.	Circle-61km	<b>60.00</b>	<b>30</b>	<b>30</b>	<b>0.00</b>	<b>1,547,999.40</b>
<b>6</b>	<b>Mangalore</b>	DE, TPD, Mangalore	Sub Divisional Engineer (HQ), BSNL, O/o Divisional Engineer Telecom, Ladyhill Store Godown, Lady hill, Mangalore-06 Ph : 0824-2441800, Fax : 0824-2441198	AP-DK SSA 300km	<b>300.00</b>	<b>100</b>	<b>100</b>	<b>100.00</b>	<b>7,739,997.00</b>
		DET, OFP, Davangere	Sub Divisional Engineer, O/o DET, OFP, Davangere, Cap office at Raghavendra Colony T/E, Bellary. Ph : 09448121808	AP-60km	<b>60.00</b>	<b>30</b>	<b>30</b>	<b>0.00</b>	<b>1,547,999.40</b>
			Sub Divisional Engineer (Hq), O/o Divisional Engineer Telecom, Optical Fiber Project, No. 1632, Near Vidyarthi Bhavan, Hadadi Road, Nandi Complex, II Floor, Davangere Ph : 08192-257329, Fax : 08192-252600	AP-DK & BLY SSA 80km	<b>80.00</b>	<b>40</b>	<b>40</b>	<b>0.00</b>	<b>2,063,999.20</b>
<b>7</b>	<b>Hubli</b>	DE OFP BIJAPUR	Divisional Engineer Telecom,Optical Fibre Projects,M/W STATION,RAICHUR Ph: 08352-277908,9448490208	Bijapur+Raichur SSA works	<b>200.00</b>	<b>52</b>	<b>72</b>	<b>76.00</b>	<b>5,159,998.00</b>
		DE OFP HUBLI	Divisional Engineer Telecom,Optical Fibre Projects,Jeewargi M/W Station,Gulbarga dist,ph: 0836-2250460,9448050460	Gulbarga SSA+Bidar SSA C/o+New works	<b>200.00</b>	<b>52</b>	<b>72</b>	<b>76.00</b>	<b>5,159,998.00</b>

		DE TP HUBLI	Divisional Engineer Telecom, Telecom Projects, Doddawada M/W Station, Doddawada, Belgaum dist, Ph: 0836- 2251001, 9448379630	DWD SSA Missing links 07- 08	<b>200.00</b>		<b>100</b>	<b>100.00</b>	<b>5,159,998.00</b>
<b>8</b>	<b>Hydrabad</b>	Divisional Engineer OFC Optical Fibre Cable Projects Hyderabad 040 24041151 9440059545 FAX 24041162	Sub Divisional Engineer Optial Fibre Project Project C/o Telephone Exchange Bhainsa Adilabad Dist 9441807729	Circle Routes Adilabad	<b>52.00</b>	<b>30</b>	<b>22</b>	<b>0.00</b>	<b>1,341,599.48</b>
<b>TOTAL</b>					<b>1,977.00</b>	<b>714.00</b>	<b>683.00</b>	<b>580.00</b>	<b>51,006,580.23</b>

**Divisional Engineer (MM)  
For CGM Projects, Chennai.**

**CONSIGNEE RECEIPT****Purchase Order No    :**

Sl.No	Items Received	Qty	Date of Receipt	Details of Damage/Shortage if any
1				
2				
3				

Certified that the above goods are received in good condition at .....

Signature of the receiving officer

Office seal &amp; Date

**Note:**

**This proforma should be signed by an officer not below the rank of Divisional Engineer. In case the goods are received by an officer below the rank of Divisional Engineer it should be countersigned by the Divisional Engineer concerned.**