**Disbursement Form - Consolidated for WT / TTT / LC / RTGS / NEFT**

Ref No: NITR/SR/HEFA-Pymt/2021/L/0000 dt.00.00.0000

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| --- | --- |
| Name of the authorised signatory: | Prof. Animesh Biswas |
| Contact number: | +91 82804 18041 |
| Email ID: | director@nitrkl.ac.in  |
| Date & Ref. of sanction: | NITR/SAN/504/2019-20 Dt.03.02.2020 |
| Department Name: |  |
| Sanctioned Equipment details: |  |
| Procuring Faculty Name: |  |
| **Bill payment details:** |
| Gross value of the bill: | INR  |
| Less: Recoveries ,if any | INR  |
| Other recoveries security deposit | INR  |
| TDS-Income tax: | INR  |
| TDS on GST:(2% Applicable on above 2.5 lakh) | INR  |
| Net amount payable to contractor / vendor: | INR |
| Total of TDS and other recoveries to be remitted to the institute: | INR |
| **BANK DETAILS:** |
| Vendor / PMC / Contractor / Firm Name: |  |
| Bank Name: |  |
| Branch Name: |  |
| Account No: |  |
| IFSC code: |  |
| MICR Code: |  |
| Net Payable Amount: |  |
| **VENDOR DETAILS:** |
| Vendor / PMC / Contractor Name: |  |
| Contact Person Name: |  |
| Vendor Address: |  |
| PAN No / GSTIN: |  |
| Contact No: |  |
| Mail ID: |  |
| Invoice No & Date: (Copy Enclosed) |  |
| \*Kindly sent soft copy of Photograph to hefasr@nitrkl.ac.in  |

 **Signature of the Indenter**

**FOR OFFICE USE ONLY**

**Dealing Assistant** **Dy. / Asst. Registrar (SR)** **Dean (SR)**

 [Member Secretary, Instt. HEFA Committee] [Chairman, Instt. HEFA Committee]

**Encl:**

1. Copy of PO / GeM Contract, Invoice, Photograph / Installation Report.

**NOTE: Kindly find the relevant forms in the below link:**

<https://www.nitrkl.ac.in/FacultyStaff/sricce/Forms-GeneralInfo/>