

PROFORMA FOR REPAIR

1. Whether AMC exists _____
2. Original Cost of equipment and date of Purchase _____
3. Whether there is any Warranty/ Guaranty of equipment / parts _____
4. Store Entry of equipment to be checked _____
5. GFR certificate if applicable _____
6. Details of last repair _____
7. Any Guaranty / Warranty given by the firm which had done the last repair _____
8. 100% Advance payment not possible, if asked for by the firm _____
9. Store Officer to certify on the bill that all parts released / removed will be deposited in store _____

Signature of the Indentor

Signature of Head of Division

Signature of Asstt. Admn. Officer (Store)