**dk;kZy; vf/k’Bkrk ¼शोध ,oa परामर्श½**

**Office of the Dean (Research & Consultancy)**

**eksrhyky usg: jk’Vªh; izkS|ksfxdh laLFkku bykgkckn] iz;kxjkt&211004 ¼Hkkjr½**

**Motilal Nehru National Institute of Technology Allahabad, Prayagraj - 211004 (India)**

 ijh{k.k /**परामर्श**  **dk;Z gsrq izksQkekZ**

**Proforma for Testing/ Consultancy Works**

i=kad / Letter No.: ……………………………… fnukad /Dated: ……………………

1. **xzkgd dk fooj.k@ Client Details:**

1. izk;kstd laLFkk/ Sponsoring Agency: ………………….......................................................................................................

 (As per GST Portal)

1. जी॰ एस॰ टी॰ क्र॰/GST No……………………………………………………………………………………………………………
2. laidZ vf/kdkjh dk uke / Name of Contact Officer: ………………………………………………………………………………
3. in / Designation: …………………………………………………………………………………………………………………..
4. irk / Address: ……………………………………………………………………………………………………………………...
5. eks0@Mob. No.: …………………………………….. bZesy vkbZ-Mh-/ Email ID: ………………………………………………….
6. i=kpkj dk irk / Correspondence Address: …………………………………………………………………………………….

2. foHkkx dk uke ¼eks-us0jk-izkS-la-byk-½ / Name of Department (MNNITA): …………………………………………………………..

3. ifj;kstuk dk uke@Name of the Project :.…………………………………………………………………………………………

4. ifj;kstuk dh Js.kh@Category of the Project:

**(A)** ijh{k.k / Testing **(B)** तृतीय पक्ष निरिक्षण/Third Party Inspection **(C)** ifjdYi ijke”kZ/ Design Consultancy

5. dqy “kqYd /Total Fee charged: ……………………………………………………………………………………………………...

 (ijh{k.k “kqYd@Testing Fee: …........... oLrq, lsok dj /GST (……..….%):. ….……… ) ,oa अन्य कटौती /Other Deduction

6. layXu psd@MªkIV dk fooj.k / Details of Cheque/ Draft enclosed: ………………………………………………………………

7 ijke”kZ Vhe / Consultancy Team: A. eq[; vUos’kd / Principal Investigator (PI): …………………………………………………

1. lg eq[; vUos’kdksa dh lwph / List of Co- PIs: ………………… ……………………… …………………….
2. iz;ksx”kkyk deZpkjh ¼;fn dksbZ gks½@ Lab. Staff (if any): ……………. …………….… …………………….
3. अन्य ¼;fn dksbZ gks½@Other (if any):.................... ……………… ……………….. …………………

eSa iqf’V djrk@djrh gwWa fd eSusa ¼1½ ikVhZ }kjk izkIr i= vkSj ¼2½ ikVhZ@QeZ dks fn;s x;s fcy] dh ,d izfr eq[; vUos’kd@ foHkkxk/;{k ds fjdkMZ ds fy, j[k fy;s gSA @I confirm that I have kept a copy of the (i) letter received from the party and (ii) bill raised to the party/ firm as a record of the PI/ HOD.

**g0 foHkkxk/;{k /Signature of Head of Department g0 eq[; vUos’kd ¼frfFk lfgr½@Signature (with date) of PI**

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layXud / Encl: (i) ikVhZ }kjk izkIr i=@ Letter received from the party (iii) ekax i=@psd /DD/ Cheque: ..…………………….

(ii) ikVhZ@QeZ dks izLrqr vkdyu / Bill raised to the party/ firm (iv) कोई अन्य प्रपत्र यदि हो (Any other document)

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**dsoy vf/k’Bkrk ¼शोध ,oa परामर्श½dk;kZy; iz;ksx gsrq**  **For Use of Dean (R&C) Office Only:**

 1. vkoafVr ifj;kstuk Øekad / Project Number allotted: ….……………………… fnukad / Dated: ………………………………

 2. vfxze fuxZr / Advance Taken: (a) /kujkf”k@Amount: ………………….. (b) fnukad / Dated: …………....................

 3. eq[; vUos’kd }kjk ikVhZ dks ifj;kstuk fjiksZV izLrqfr dh frfFk अनुमानित/ Estimated date of Project Report Summation by PI to Party: ……………..

 **g0 dk;kZy; deZpkjh/ Signature of Office Staff g0 सहायक कुलसचिव/ Signature of Assistant Registrar**