

INDIAN FARMERS FERTILISER COOPERATIVE LIMITED
KALOL UNIT

IOC

From :

Kalol Unit

To :

HOD (F&A)
Kalol Unit

Date :

Thru. : Head of Department

Sub. : Release / Discharge of PBG / SD as per Order terms and condition against Order No _____ awarded to M/s. _____.

A. The job / supplies is successfully completed on _____ and its Maintenance / Guarantee Period was also successfully completed on _____. No defects found / no recoveries are to be made from Contractor / Supplier. The PBG / Security Deposit amount may please be released to the party accordingly.

B. The subject job / supply are still pending for Rs. _____. The vendor may be asked to extend the validity of the PBG / SD up to _____ with a claim period of six months i.e. up to _____.

Signature _____

Name _____

Deptt. _____