



INDIAN INSTITUTE OF PETROLEUM AND ENERGY, VISAKHAPATNAM

CONSULTANCY/TESTING COMPLETION AND APPORTIONMENT PROFORMA

Form CT-07

The Consultancy/Testing job No. _____ entitled _____ notified by Dean (R&D) dated _____ was undertaken by me along with Consultant-In-charge (Please Provide their name (s), if any).

It is certified that the job has been successfully completed as per the consultancy agreement and the results/deliverables have been provided to the client vide letter no. _____ dated _____. Please enclose a copy of the report submitted to the client with details of the measurements and/or calculations made as well as other deliverables of the consultancy job for records of the Dean (R&D) Office. In order to ensure confidentiality of the information contained in the report (wherever required), the same may be sent under confidential cover address with Consultancy/testing Number to the Office of the Dean (R&D). Such reports shall be returned to the Consultant-In-charge after a period of One Year (or any other suitable period as decided by the competent authority). I also certify that the report submitted to the client has been accepted by the client.

The Consultancy/Testing Job may be considered as completed and therefore the apportionment of the Fee for Scientific and Technical Advice may please be approved and disbursed.

Signature of HOD

Signature of the Consultant-In-charge

Date:

Date:

Enclosures:

- a. Approved Consultancy Estimate
- b. Disbursement Sheet (CT-5)
- c. Completion Certificate (CT-6)
- d. Final Completion Report