

Annexure-XIII

Proforma for Assets acquired wholly or substantially out of Government grants Register to be maintained by Grantee Institution/ Industry/ Organization

Name of Grantee Institution _____

1. Name of the Sanctioning Authority: _____
2. Sanction Letter No. _____
3. Date of Sanction Letter _____
4. Amount of the Sanctioned cost _____
5. Brief purpose of the Project _____
6. Whether any condition regarding the right of ownership of government in the property or other assets acquired out of the project cost was incorporated in the Sanction letter _____
7. Particulars of assets actually credited _____ or acquired. _____
8. Cost details of the assets as on

Sl. No.	Name of Equipment/ Asset with manufacturer & model name, etc. and date of procurement	Sanctioned Amount		Actual Expenditure*		Other expenses, if any **	Utilization Rate (%)
		FE (US\$)	Rs	FE (US\$)	Rs		

* This should include only the cost of equipment, insurance and freight charges.

** **Other expenses such as bank charges, agency commission etc. should be avoided through appropriate negotiations. If unavoidable expenses are incurred, the same may be indicated.**

9. Purpose for which utilised at present

10. Encumbered or not —

11. Reasons, if encumbered _____

12. Disposed of or not

13. Reasons and authority, if any, for disposal

14. Amount realized on disposal

15. Remarks

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(Project Investigator)

(Finance officer)

(Head of the grantee Institution / Industry/ Organization)