Annexure-I

UNDERTAKING

(To be submitted in respect of submission of bills from online purchase platforms)

I certify that:

a) The items, which have been purchased from online purchase platforms, have been duly delivered on……(**proof of delivery enclosed**).

b) The order(s) has/ have not been cancelled nor will be cancelled in future.

c) The items have not been returned/ will not be returned in future.

d) Proof of online payment is enclosed herewith.

e) The bills claimed are not/ will not be claimed from any other source(s).

I certify that to the best of my knowledge, belief and understanding that the above declarations are correct. In case any discrepancy is noticed at any point of time, I will be liable for disciplinary action, as per Institute rules.

(Signature of claimant)

Name:

Designation:

Date:

(Name, Seal and Signature of HoD/ Section Head)

Encl: (a) Proof of delivery

(b) Proof of online payment