



राष्ट्रीय प्रतिरक्षाविज्ञान संस्थान
NATIONAL INSTITUTE OF IMMUNOLOGY
(Department of Biotechnology, Ministry of Science & Technology)
Government of India

File No :NII/EMD-SD/1139

Date: 15.09.2023

CIRCULAR

The undersigned with the approval of competent authority would like to draw kind attention to all vendors of the Institute to claim their EMD/Other Deposits for successfully completed works/Supply including warranty as on 31st March 2023 on or before 15th October 2023 on the performa enclosed herewith on Annexure - I.

The Institute will not be liable to refund the unclaimed amount after 15th of October 2023.

Kindly send the email to emd@nii.ac.in for the claims.


(Dr. D K Vashist)
Senior Manager

Encls: as above

To

1. HODs
2. Notice Board
3. Computer Centre for uploading on the website of NII.

On Letter Head of the Firm

Annexure - I

Application for Refund of EMD & other deposits

To
The Director
National Institute of Immunology
Aruna Asaf Ali Marg
New Delhi

Sir

Sub: Application for refund of EMD/Other Deposits:

I/We applied on tender to the Institute for works/procurement and my/our tender has been accepted/ Not accepted for execution of works/supply of goods on (Date) vide work/purchase order no Now my / our work/supply including warranty period has been successfully completed therefore seek refund of EMD/Other Deposit

Name of the Firm:

Tender No and Date:

Work / Purchase Oder No:

Date of Completion of Work/Supply:

Date of Completion of Warranty/Defect Liability Period if any:

Amount:

Date:

Ch.No/DD No/UTR No:

For Firm Name

Name of Authorized Person
Email Address & Mobile Number