# INDIAN INSTITUTE OF INFORMATION TECHNOLOGY ALLAHABAD

Form: 121

## Office of the Dean of Infrastructure, IWD, Estate

## NOTIFICATION OF ISSUE OF COMPLETION CERTIFICATE

\*(This form should be filled by Engr. I/C (IWD) and submitted to Dean (IRP) Office at the time of issuance of completion certificate)

Requisition details						
Request number						
Work Completion deta	ils					
Name of the work						
Contract Agreement No:	Contract Amount					
Name of EIC	Phone/ Mob No.					
Designation	Email	a)iii	ta.ac.in			
ě.	compliance with the approved drawings and specifications?	Yes	No			
Please provide a short descriptio revised drawings and interim co.	n for any major changes in scope, design, drawings and specifications. (please attach necessary docum rrective actions taken)	ents inc	luding			
	ted as-built drawings, operation/maintenance manuals, guarantee/warranty tion if it is defined in his scope? (please attach copies of the documents and records)	Yes	No			
	work been completed before handing over the site?	Yes	No			
Stipulated date of handing						
Date of application of						
completion certificate if an	V					
Date of physical completio						
recorded by the Engineer						
DLP period if any and stip	ulated					
date of commencement						
Was DOIP office notified	for a joint site visit before	Yes	No			
issuing a certificate of com	pletion					
Details of the site visit						
Was the work completed in (Also, please select appropriate	n compliance with the stipulated time schedule in contract agreement?	Yes	No			
🗆 On time	$\Box$ Delayed $\Box$ Ahead					
Please explain if there was <i>documents</i> )	a rescheduling of milestones and extension of time. (Attach updated schedules and relevan	t appro	val			
	cklists completed? (Please attach quality checklists / material testing / inspection reports)	Yes	No			
	al punch list, conducted inspection before issuing certificate of completion and defects in building construction? (Please attach the copy of final inspection report with this	Yes	No			
Have all the defects rectified/recommendations incorporated before the completion certificate is issued						
Is the indenter/user committee satisfied with the completed work?						
Please note if there is any s	pecific comments from indenter/user committee. (Attach separate sheets if needed)					

(Signature of the Engr. I/C)

#### Comments/Special instructions/Recommendations by Dean (IRI), if any

[Signature of Dean (IRI)]

\_\_\_\_/\_\_\_/\_\_\_\_ Date: ( dd / mm / yyyy )

#### \* User satisfaction report should be taken from the client if applicable before certificate of completion is issued

### For Dean (IRI) Office Use

Checklist: OK / Not OK

Received for												
Civil			Elect			AC						
Dat	e received			Date received				Date received				
Expe	ected Date			Expected Date				Expected Date				
Checked				Passed								
			Note:									
Assistant/ Superintendent									OIC			
Recorded	Sent for	yyyy-n		Clarifications	yyyy-mm-dd	Revision		Sent for further processing	yyyy-mm-dd			
	clarifications			Received		Recorded						