

## Check List

### 3. FOR PAYMENT OF BILLS OF CLEARING AGENTS:

S.No	Particulars	Remark
1.	Original bill duly passed for payment.	Yes / No
2.	Copy of the material bill duly entered in stock / minor Assets / Major Assets or certificate that material has been delivered by the clearing Agent in good condition, in the Department is enclosed.	Yes / No
3.	Copy of purchase order is enclosed.	Yes / No
4.	Supported vouchers other than the amount given in the contract are enclosed.	Yes / No
5.	Original copy of Bank challan for the payment of custom duty charged in the bill by the clearing Agent is enclosed.	Yes / No
6.	Copy of bill of entry is enclosed.	Yes / No
7.	Copy of Airway bill is enclosed.	Yes / No

Signature of Dealing Asstt.

Signature of H.O.D