



**INDIAN INSTITUTE OF TECHNOLOGY KANPUR**  
**Office of the Dean of Infrastructure & Planning**

DOIP: 115

**Extension of Time of Submission for Final Bill form**

**Work Details**

Name of the Work	
Request number	
Name of the contractor	
Contract Agreement No	
Contract Start Date	
Contract End Date	

**Justification for EOTB**

*\*Please provide all the details to justify contractors request for additional time to submit final bill.*

Timeline requested by contractor	
Details of any previous EOTB requests	

\*The request letter received from contractor requesting additional time for submission of final bills should be attached for reference.

**Review and Comments/Special instructions/Recommendations**

\_\_\_\_\_  
 (Signature of EIC) Date: ( dd / mm / yyyy )

**Review and Comments/Special instructions/Recommendations**

\_\_\_\_\_  
 (Signature of Head, IWD) Date: ( dd / mm / yyyy )

**For DOIP Office Use**

Checklist: **OK / Not OK**

No of days passed since the issue of completion certificate			
Expected Date/Stipulated Date of FA		Actual Date of submission of FA	
Checked	Passed		
In-Charge TABC Cell	Note:		Officer-In-Charge

**Comments/Special instructions/Recommendations by ADPI, if any**

\_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_  
 (Signature of ADPI) ( dd / mm / yyyy )

**Comments/Special instructions/Recommendations by DOIP, if any**

\_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_  
 (Signature of DOIP) ( dd / mm / yyyy )

**Comments/Special instructions/Recommendations by DD, if any**

\_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_  
 (Signature of DD) ( dd / mm / yyyy )

**Comments/Special instructions/Recommendations by Director, if any**

\_\_\_\_\_ \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
 (Signature of Director)

Recorded	Sent for clarifications	____-____-____	Clarifications Received	____-____-____	Revision Recorded	Sent for further processing	____-____-____
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