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| **西北师范大学设备家具类采购项目验收表** | | | | | | | |
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| **采购项目名称** |  | | | | | | |
| **合同编号** |  | | **合同金额** | |  | | |
| **供应商名称** |  | | **项目建设地点** | |  | | |
| **项目开工日期** |  | | **项目竣工日期** | |  | | |
| **项 目负责人** |  | | **联系电话** | |  | | |
| **使用单位**  **验收意见** | **项目基本情况（**请使用单位从是否按照合同要求供货、安装调试情况、人员培训等方面简要介绍项目整体的实施情况**）：**  **验收结果：**  **验收小组成员签字（**3人以上**）：**  **项目负责人签字： 使用单位（盖章）**    **验收日期：** | | | | | | |
| **管理部门**  **验收情况** | **验收意见** | **□通过 □不通过**  **年 月 日** | | | | | |
| **验收小组**  **成 员** | **国有资产管理处** | |  | | **财 务 处** |  |
| **政府采购办公室** | |  | | **审 计 处** |  |
| **专 家** | |  | | | |

说明：使用单位须在项目完成并正常使用一个月后提交此验收表，并附资产清单；验收表一式叁份，一份送财务处报账使用。

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| **设 备 清 单** | | | | | | |
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| **序号** | **资产名称** | **规格** | **数量** | **单价** | **金额** | **备注** |
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| **合计** |  |  |  |  |  |  |

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| **家 具 清 单** | | | | | | |
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| **序号** | **资产名称** | **规格** | **数量** | **单价** | **金额** | **备注** |
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| **合计** |  |  |  |  |  |  |