



National Institute of Pharmaceutical Education and Research (NIPER)

Balanagar, Hyderabad – 500037, Telangana, India
(Mentor Institute: CSIR – Indian Institute of Chemical Technology)

III. Payment to Vendors for Invoices, except Air Bill, complete in all respects and submitted

Service/Performance Standards:	30 Days on receipt of all relevant documents complete in all respects
Contact details of the responsible Officer:	Coordinator (S&P), National Institute of Pharmaceutical Education & Research, Balanagar, Hyderabad 500 037. Telangana State. Phone: 040-23074749 Fax No.040-23073751 E-mail: badarinath@niperhyd.ac.in
Process:	1. Delivery of material 2. Examination of Invoices 3. Processing of Invoices 4. Processing for payment by Stores/ Purchase/Finance & Accounts
Documents required:	1. Delivery Challan 2. Bills/Invoices complete in all respects 3. Inspection Report 4. Installation/Commissioning Reports