# Order for Refund of Registration security/ EMD (Bid security)/Performance Security/Unbalance Performance Security/ Retention Money/with held Amount

1. Name of Depositor:-

2. Amount of Deposit:- Rs.------------------------------

3. Type of Deposit:-Registration security/EMD (Bid security)/Performance Security/Unbalance Performance Security / Retention Security Money/ Withheld Amount.

4. Name of Work with Location:-

5. Contract Bond No:-                                              Bonded Amount:- Rs.

6. Date of Start as per agreement:-                    Date of completion as per agreement:-

7. Actual Date of completion as per MB:-

8. Date of Payment of Final bill (pl. mention date as per MB):-

9. Date of expiry of defect liability period (pl. mention the date not time):-

10. Reason for Granting refund:-*Please cross which one is not applicable.*

   a. *Registration security*: -The depositor wants to refund back his registration security because his registration has expired or he wants to cancel his registration.
   b. *EMD(Bid security):* The bidder has submitted the bid on dated ---------------------- which was not accepted due to higher rate or any other reason or  he has prepared the bank instrument for submission of bid but could not submitted the bid.
   c. Performance Security: -The Contractor has completed the work satisfactorily and defect liability period is over and there is no any defect due to rectify and the defects intimated by department to the contractor has been rectified by the contractor.
   d. *Unbalance Performance Security:* - The Contractor has completed the work successfully and satisfactorily within stipulated time.
   e. *Retention Security Money:* - The Contractor has completed the work successfully and satisfactorily within stipulated time and the said work has been handed over to the concerned department.
   f. *Withheld Amount:* - The reason (sanction of time extension/Sanction of variation/Rectifications etc -----------------------------------------------------------------------) for which amount was withheld has been completed by the contractor or office.

11. Any tools and Plants or any recoveries due to the contractor after final payment:-


   (JE Concern)                                                                                              (JE Store).

12. Any other dues pending against contractor:-
   *Certificates from Bond Clerk, PACs, Cashier and from contractor ledger Clerk*


   (Cashier)              PAC-1                    PAC-2                    PAC-3                    Bond Clerk

13. Remarks of Assistant Engineer Concerned:-


14. Remarks from Divisional Accounts officer:-


15. Final Order by Executive Engineer :-

16.                                  Refund the same