**元智大學財產結算驗收證明書   
Yuan Ze University Certificate for Property Settlement and Acceptance**

日期Date： 年(y) 月(m) 日(d)

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| 採購單號 Purchase Order Number |  | | | 招標/議價案號 Tender/Negotiation Case Number | | |  | | | | 得標廠商名稱 Winning Tenderer | | |  | |
| 項目名稱及數量 Item Name and Quantity |  | | | | | | | | | | | | | | |
| 履約交貨日期 Delivery Date of Contract Performance |  | | | 履約地點  Location of Contract Performance | | |  | | | | | | | | |
| 完成履約日期  Completion Date of Contract Performance |  | | | 開始驗收日期  Start Date of Inspection and Acceptance | | |  | | | | 驗收完畢/驗收合格日期  Completion/ Acceptance Date of Inspection and Acceptance | | |  | |
| 履約逾期總天數  Total Number of Days of Delay for Contract Performance |  | | | 不計違約金天數  Total Number of Days of Delay Not Calculated for Liquidated Damages | | |  | | | | 應計違約金天數  Total Number of Days of Liquidated Damages for Delay | | |  | |
| 逾期違約金  Amount of Liquidated Damages for Delay |  | | | | | | 其他違約金  Other Penalties | | | |  | | | | |
| 契約金額  Contract Value |  | | | | | | | | | | | | | | |
| 增減價款  Increased or Reduced Payment Amount | 次別  Times  類別  Types | 第 1 次 First Time | | | | | | 第 2 次 Second Time | | | | | | | 合 計 Total Amount |
| 金 額 Amount | | | 簽准日期或核准文號 Date or Document Number of Approval | | | | 金 額 Amount | | | 簽准日期或核准文號 Date or Document Number of Approval | | |
| 增加金額 Increased Amount |  | | |  | | | |  | | |  | | |  |
| 減少金額Reduced Amount |  | | |  | | | |  | | |  | | |  |
| 驗收扣款 Deducted Amount of Acceptance | (不包括逾期違約金及其他違約金) (Excluding the amount of liquidated damages for delay and other penalties) | | | | | | | | | | | | | | |
| 結算總價  Final Payment amount | （金額中文大寫）  (Amount in Chinese Characters) | | | | | | | | | | | | | | |
| 驗收意見  Acceptance Comments |  | | | | | | | | | | | | | | |
| 請購單位主管  (主驗)  Head of Procurement Unit (Chief Inspector) | 請購單位  驗收人  Inspector of Procurement Unit | | 財產保管人  Property Custodian | | | 廠商代表 Manufacturer's Representative | | | | 財務管理組(會驗)  Finance and Property Management Section  (Joint Inspector) | | | 會計室(監驗)  General Accounting Office (Supervisor) | | |
|  |  | |  | | |  | | | |  | | |  | | |

說明Remarks：

1. 依政府採購法第73條規定辦理，凡採購金額達新台幣100萬元者，除應填寫元智大學設備驗收紀錄表外，另應編製本結算驗收證明書。

This certificate is issued in accordance with Article 73 of the Government Procurement Act. For purchases exceeding NT$1,000,000, in addition to filling out the “Yuan Ze University Record for Equipment Inspection and Acceptance”, this “Certificate of Property Settlement and Acceptance” must also be completed.

1. 「逾期違約金」請依本校作業辦理。"The amount of liquidated damages for delay" should be handled according to the university's procedures.
2. 「增減價款」欄如不敷使用，得以續頁方式處理。If the "Increased or reduced payment amount" field is insufficient, additional pages may be added.
3. 本結算驗收證明書如有塗改，應由相關人員簽章。Any alteration made in this Certificate should be signed by relevant personnel.
4. 本結算驗收證明書須與設備驗收紀錄表一併上傳會計系統辦理驗收。This Certificate must be uploaded to the Budget and Accounting System along with

the “Record for Equipment Inspection and Acceptance” for inspection and acceptance processing.

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