**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) |
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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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