

On company letter head

Expected timeline= 4 working days

**R&D SP-15 Form**

**Clarification/Request/Representation**

**[To be sent to [purchase.rnd@iitrpr.ac.in](mailto:purchase.rnd@iitrpr.ac.in),[dr.rnd@iitrpr.ac.in](mailto:dr.rnd@iitrpr.ac.in)]**

**(Under GFR Rule 173 (iv) and Clause 5.2.4 of Govt. Procurement Manual)**

To,  
The Dean (R&D)  
IIT Ropar

Tender ID/Bid Ref. No.

Tender Title:

With reference to the above, following request/representation is submitted for consideration:

Sr. No.	Tender Page No./ Tender Clause No.	Existing Clause/Term	Request/Representation

**Additional Notes (If any):**

**Note:** - The request needs to be submitted at least 7 days prior to the bid closing date.  
- The response/update may be expected at least 3 days prior to the bid closing date.

**(Authorized Signatory)**