HNKJ/C4/0601-12

**海南科技职业学院资产验收报告单**

使用单位： 年 月 日

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| 资产名称： | | | | | | 资产类别 | | | |  | |
| 供应商名称： 联系电话： | | | | | | | | | | | |
| 包含设备、材料名称 | | 制造商 | 供应商 | | 规格型号 | | | 单价 | 数量 | | 金额 |
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| 验收意见：  验收小组组长： | | | | | | | | | | | |
| 验收成员签名： | | | | | | | | | | | |
| 验收人姓名 | 验收人单位 | | | 验收人签名 | | | 验收人联系电话 | | | | 备注 |
|  |  | | |  | | |  | | | | 资产使用单位、资产管理部门和相关专家5-7人组成。 |
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供应商代表（签名）： 时间： 年 月 日