附件2

**广西工商职业技术学院小额货物（服务）采购项目验收单**

**验收日期： 年 月 日**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **项目名称：** | |  | | | | | | | | |
| **申购部门：** | |  | | | | | | | | |
| **供应商名称：** | |  | | | | | | | | |
| **序号** | **名称** | | **规格** | | **单位** | **数量** | **单价** | | **金额** | **备注** |
| 1 |  | |  | |  |  |  | |  |  |
| 2 |  | |  | |  |  |  | |  |  |
| 3 |  | |  | |  |  |  | |  |  |
| 4 |  | |  | |  |  |  | |  |  |
| 5 |  | |  | |  |  |  | |  |  |
| 6 |  | |  | |  |  |  | |  |  |
| 7 |  | |  | |  |  |  | |  |  |
| 8 |  | |  | |  |  |  | |  | （不够可附清单） |
| **合计金额：** | | | **人民币（大写）： （¥ ）** | | | | | | | |
| **资金来源：** | | |  | | | | | | | |
| **收货情况** |  | | | | | | | | | |
| **使用情况** |  | | | | | | | | | |
| **验收人签字：** | | | | **部门资产管理员签字：** | | | | **部门负责人签字：** | | |

注：此单用于成交金额5万元以下的货物类、服务类采购项目验收。