

Attachment - A - Record of material issued to / received from contractors

Name of Firm / Company		Project Name / Location		Sign of Security		Sign of admin audit						
Sign of Project Manager		Sign of admin		Sign of Security		Sign of admin audit						
S. No.	Date of Issue	Material Description	Qty	Units	Rate	Amount	Issued by #	Issued to #	Tally Dr / Cr V No.	Sign of Builder	Sign of Contractor	
01.	14/12/22	Male Helmet's	3	NO's	53	159/-	Shukla	Hemant Singh				
02.	14/12/22	Female Helmet's	2	NO's	53	106/-	Shukla	Hemant Singh				
						<u>265/-</u>						

Amount and amount are exclusive of GST. Issued by can be Contractor or Builder. Same for issued to. 3. Builders sign must be of project manager or admin officer at site. 4. Write on alternate lines.

