

Modi Properties Pvt. Ltd - Site Audit Report

Company:		Nilgiri Estates	Date of site visit:	03.03.2020
Site:		Nilgiri Estates	Approved by:	Praveen. B
Visited & prepared by:		V.Ravi	Sign.	
Sl No	Description		Remarks	
1.	Contractors Billing			
	A. No's of Contractors.		16 No's	
	B. Any Pending bills of contractor at site.		Yes (Homeline Infra bill to be release)	
	C. Bills outward register maintaining at site.		Yes	
	D. Condition of Bills outward register maintaining at site.		Poor condition	
	E. After completion work any bills are pending more than one month.		No.	
	F. If pending bills at site explanation from Engg Dept.		No	
	G. Is bills raised at Ho but not updated in Database.		No	
	H. Is their any double bills raised at site for same value & same work.		No	
	I. Contractors minimum balance maintaining at site.		Yes	
2.	Turnkey Contractors Weekly reports as per Circular no 807			
	A. No's of Contractors. (Homeline infra)		01 No's	
	B. Annexures of ABC sending on time.		Yes	
	C. Milestone report(D) sending on time.		Yes	
	D. E1 & E2 sheet sending on time.		Yes	
	E. Certified copies of weekly reports filing at site.		No	
	F. Turnkey Material Inward & outward register maintained at site.		Yes	
	G. Turnkey contractor material issued logbook maintained at site.		No	
	H. Turnkey contractors material issued amount debit to their account.		No	
3.	Billing Department.		Yes	
	I. Any pending bills lying at HO			
	Complaints : Nil			
	Suggestions : 1) Compound wall work bill revised bill to be forward in the name of Homeline Infra instead of B.Anand Kumar. 2) Turnkey contractor material issued log book not maintaining till now. 3) Certified Annexure photo copies to be maintain at site. 4) Above said remarks to be corrected, and procedures to explained to Lady engineer.			