

,Modi Properties Pvt. Ltd - Site Audit Report

Company:	Modi Properties Pvt Ltd	Date of site visit:	11.03.2020
Site:	Mayflower Platinum	Approved by:	Praveen. B
Visited & prepared by:	V.Ravi	Sign.	
Sl No	Description	Remarks	
1.	Contractors Billing		
	A. No's of Contractors.	33 No's	
	B. Any Pending bills of contractor at site.	No	
	C. Bills outward register maintaining at site.	Yes	
	D. Condition of Bills outward register maintaining at site.	Good	
	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. (Kailash Pandey & N.Dharma)	02 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.	NA	
	E. Certified copies of weekly reports filing at site.	Yes	
	F. Turnkey Material Inward & outward register maintained at site.	Yes	
	G. Turnkey contractor material issued logbook maintained at site.	Yes	
	H. Turnkey contractors material issued amount debit to their account.	No	
3.	Billing Department. I. Any pending bills lying at HO	No	
	Complaints : Turnkey Contractor material issued amount to be debit to contractor as follows. 1) Kailash Pandey Rs.249,343/- to be debit to his account from 21.01.2020 to 27.02.2020. 2) N.Dharma - Rs.88,564/- to be debit to his account from 21.01.2020 to 27.02.2020. (Log book details enclosed)		
	Suggestions : Confirmed with accountant as Site to advice all material issued logbook scan copies to be arrange to concerned accountant in this week regarding this issue. Above said remarks to be corrected, and procedures to explained to Lady engineer.		