

Modi Properties Pvt. Ltd - Site Audit Report

Company:	GVRC	Date of site visit:	05.03.2020
Site:	Innopolis	Approved by:	Praveen. B
Visited & prepared by:	V.Ravi	Sign.	
Sl No	Description	Remarks	
1.	Contractors Billing		
	A. No's of Contractors.	08 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. (Pointec Associate, Kranthi Constructions & KSR Builders)	03 No's	
	B. Annexures of ABC sending on time.	Yes	
	C. Milestone report(D) sending on time.	NA	
	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.	No	
	H. Turnkey contractors material issued amount debit to their account.	No	
3.	Billing Department. I. Any pending bills lying at HO	Yes.	
	Complaints : Nil		
	Suggestions : 1) Turnkey contractors material issued logbook not signed by contractors on daily basis. 2) Above said remarks to be corrected, and procedures to explained to Lady engineers.		