

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

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Name of Firm / Company		Project Name / Location	
Sign of Project Manager:		Sign of Security:	
Sign of admin:		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	26/10/23	PPC cement 50kg	12	Bag's	243.75	2925/-	Security	Recd photo	10321		
02	27/10/23	PPC cement 50kg	14	Bag's	243.75	3412.5/-	an	an	10321		
03	28/10/23	PPC cement 50kg	15	Bag's	243.75	3656.25	an	an	10321		
04	30/10/23	PPC cement 50kg	16	Bag's	243.75	3900/-	an	an	10321		
05	01/11/23	PPC cement 50kg	18	Bag's	243.75	4387.5/-	an	an	10321		
					+ 843.75 = 14,937/-						

Notes : 1. *Rate and amount are exclusive of GST. 2. 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.
5. Start with fresh page at end of week (Friday to Thursday). 6. Check rate with purchase / PO / WO.

Notes : 1. *Rate and amount are exclusive of GST. 2. 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.
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Remarks please 69

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Annexure - A - Record of material issued to / received				Project Name / Location		Sign of admin audit :					
Name of Firm / Company		DR NRP Biokepepe		Mopoto Pali's		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	01/11/23	PPL cement 50kg	16	Bag's	243.25	3900/-	Security	Rehabe	10331		
02	03/11/23	PPL cement 50kg	16	Bag's	243.25	3900/-	-at-	-at-	10331		
03	04/11/23	PPL cement 50kg	20	Bag's	243.25	4875/-	-at-	-at-	10331		
04	08/11/23	PPL cement 50kg	15	Bag's	243.25	3648.75	-at-	-at-	10331		
05	02/11/23	PPL cement 50kg	16	Bag's	243.25	3900/-	-at-	-at-	10331		
06	02/11/23	PPL cement 50kg	10	Bag's	243.25	2432/-	-at-	-at-	10331		
Total			93	Bag's	243.25	22668.75/-					

Notes : 1. *Rate and amount are exclusive of GST. 2. 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.
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Radio program

Total	1
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16.11.23 to 22.11.23

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Rekha Pandey

Name of Firm / Company			Project Name / Location			Sign of admin audit :					
DR. NRX BUILDERS PVT. LTD.			DLX70 POLLS			Sign of admin audit :					
Sign of Project Manager :			Sign of Security :			Sign of admin audit :					
Sign of Project Manager :			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
(1)	16/11/23	PPC CEMENT	16	NOS	243.75	2437.5	Security	Rekha Pandey	10367		
(2)	17/11/23	"	10	"	"	2437.5	"	"	10367		
(3)	18/11/23	"	05	"	"	1218.75	"	"	10367		
(4)	19/11/23	"	05	"	243.75	1218.75	"	"	10367		
(5)	20/11/23	"	10	"	"	2437.5	"	"	10367		
(6)	21/11/23	"	001	"	"	243.75	"	"	10367		
(7)	22/11/23										
(8)	22/11/23										
			41 Bag			41x243.75 = 9993.75					
			Total								

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