Internal Memo. 903/27 - Purchase Division

Subject: Hamali Charges - SSLLP

For heavy material stored at SOV, BNC, MPL, VISTA etc, Sites are paying hamali charges for loading and unloading. However this cost should have been debited to SSLLP and SSLLP should have collect the same in bill/invoices to site.

Date: 28-02-2020

To correct the error this memo is being issued. Here after sites to pay hamali charges as follows (± 25% describe of PM). Make debit vouchers for these payment to SSLLP. SSLLP to make the payment every week. Note that these loading and unloading charges are for a lead of upto 25ft. Rates for lead more than 25ft approval of purchase is required.

SI No	Item Description	Loading	Unloding	Units
1.	Granite	3.00	3.00	Rate per Sft
2.	Cement	5.00	5.00	Rate per Bag
3.	Floor and wall Tiles	0.50	0.50	Rate per Sft
4.	Steel	1.00	1.00	Rate per Kg
5.	Fabrication Material	0.25	0.25	Rate per Sft

SSLLP to add hamali charges to invoices/bills for material supplied to projects as follows. Note that these Hamali charges are for unloading at SOV/BNC/MPL/Vista/etc., and then reloading for issued to projects. Therefore rate is little more than the loading and unloading charges specified above.

SI No	Item Description	Rate	Units
1.	Granite	7.00	Rate per Sft
2.	Cement	12.00	Rate per Bag
3.	Floor and wall Tiles	1.25	Rate per Sft
4.	Steel	2.50	Rate per Kg
5.	Fabrication Material	0.60	Rate per Sft

Soham Modi