

OUTWARD - GATE PASS

No.: 1670

Date:	04/11/2020		Time:	2:20	
Company:	MFCV				
Project/site:	BRGV				
Destination:	CYR PUMPS RANIGUNT				
Outward No.:	Vehicle type	Vehicle No	Vehicle driver		
	JAYO	8357	K. Nishan Raju		
	Material Description	Quantity	Units	Approx. rate	Amount
1.	Cyren well submersible	01	NOS		
2.	PUMP (3HP)				
3.					
4.	3HP				
5.					
6.					
7.					
8.					
9.					
10.					
Total					
Charges/refund		Purpose for transfer		Other details (to be filled by Admin - audit)	
☐ No charge		☐ Return to supplier for exchange		☐ Material received by inward no. _____ & date _____	
☐ For refund from supplier		☐ Return to supplier for refund		Details of credit note from supplier - date _____ & Amount Rs. _____/-	
☐ Transfer to other site/project		☐ On loan to be returned		Return of material - inward no. _____ & date _____	
☐ Transfer to other site/project		Cost of material to be collected: ☐ Collect 100% cost - new material ☐ Collect 60% cost - old material ☐ No charges to be collected - value deemed to be nil.		GST bills to be raised ☐ Yes ☐ No GST bill no. _____, Amount _____ date _____	
☐ Transfer to another phase of firm/company/project		☐ No charges to be collected		NA	
☒ No charge		☒ For repairs & service		☐ Material received by inward no. 1069 & date 18/8/20	
☐ Other:		Details:		Details:	
Remarks:					
Gate pass approved by:		Project manager	Admin in-charge	Security	
Sign:					
Received by other site on:		Inward No.	Admin sign:	Security sign.	
Approved by		Project accountant	Accounts manager	Admin - Audit	MD
Sign:					

Note: 1. In case of long list attach a separate signed list. 2. Approx rate & amount to be filled by site. 3. Original (white copy) to be sent with material to recipient site. Recipient must sign it and send it to Admin - audit. 4. Pink copy to be sent to Admin - audit. 5. In units enter nos, kgs, sft, rft, etc. 6. Project manager / Sr. Engg and Admin in-charge from the issuing site must sign the gate pass. 7. Admin-audit to process gate pass, fill required details, make GST bills, etc and send to MD for approval once in a fortnight.