

Remarks from site on the 'Requisition by Site Report' of purchase division

Company:	Nilgiri Estates	Date:	16-01-2021			
Site:	Nilgiri Estates	Prepared by:	Kavitha			
Report From / To	09-01-2021 to 16-01-2021	Approved by:	Anil			
Report Date	16-01-2021					
List of requisitions numbers missing in the report*:						
List of requisitions where PO/WO not prepared 3 working days after requisition:						
Req No.	Req Date	Sl no of Req.	Item Description	Reason for not preparing PO/WO [#]		
175128	05-01-2021	01	Badminton court net	Online purchase		
List of requisitions where PO/WO is prepared and items have not been received at site beyond the lead time:						
Req No.	Req Date	Sl no of Req.	Item Description	Details of discussion with supplier ⁵		
175117	30-12-2020	01	SS Villa number plates	Supplier is arranging Material		
175118	30-12-2020	01	Carpet grass	Supplier is arranging Material		
175123	02-01-2021	1 to 17	CP fittings	We will pick up from SLLP		
175124	02-01-2021	1 to 8	Sanitary	Supplier is arranging Material		
175130	06-01-2021	01	ACE White	Supplier is arranging Material		
175132	07-01-2021	1 to 9	Sliding windows	Supplier is arranging Material		
175135	09-01-2021	1	LED lights	We will pick up from SLLP		
175137	11-01-2021	01	Window locks	We will pick up from supplier		
175139	12-01-2021	1 to 4	Kitchen granite	We will pick up from SOV		
175140	12-01-2021	1 to 2	Chamber rises	We will pick up from SLLP		
No. of gate passes issued this week:		03	From No.	2611	To No.	2614
Delivery van site visit on:		11-01-2021, 12-01-2021 & 16-01-2021				
Inward report (MRN/other) & stock report emailed in PDF format to purchase?				Yes		
DC register Sl. No. during the week	From No.	11967	To No.	11977		
Items not ordered but received: NIL						
Items sent to HO /vendor that are pending for repair:						
Other corrections & remarks:						
Details	Project Manager	Admin Officer/Manager	Admin Audit			
Sign						
Date						

Notes: 1. * Send a copy of the missing requisitions to Purchase immediately. 2. Send this report to purchase@modiproperties.com, ashaiya@modiproperties.com and rajumarn@modiproperties.com on every Saturday. 3. Admin offices shall not leave the site without completing this report. 4. Ensure that inward numbers are written on the Requisitions, clearly showing the items not received on a daily basis. 5. Mention PO & MRN no. on DCs / bills. 6. Report to be signed by Admin manager & Project manager at site and filed at site. 7. #Suggested remarks – For technical details from site, For negotiations/quotations, Local purchase, For MDs approval/input, 8. \$ Suggested remarks - Ready with supplier, Supplier not contacted, Supplier not reachable, Material in transit, WO - under fabrication, WO - material for fabrication not received, WO - material received fabrication not started, Delivery van delay, Delay by purchase assistant, Supplier arranging for material, 9. Purchase to send reply to this report within one week. 10. Follow up for WO is the responsibility of engineers at site – purchase to write 'NA' in reply to this report. 11. Admin officers/managers must call all suppliers on a daily basis for follow-up – DO NOT CALL PURCHASE!

Certified by:

Project Manager
Nilgiri Estates

MODI Propertles

Stock List - Till Date : 16-01-2021

Company : Nilgiri Estates

Location : Nilgiri Estate

Pages : 1 of 5

Category / Item Name	Balance Qty	Rate	Balance Value
Building material	400		7,000
1004 - Building material - Cement Solid Blocks - 4 In x8 In x16 In - nos	400	18	7,000
Carpentry - doors	32		52,295
2339 - Carpentry - doors - Panel Door 30 mm - 26 In x 82 In - Nos	8	1,746	13,968
2340 - Carpentry - doors - Panel Door 30 mm - 32 In x 80 In - Nos	5	2,484	12,420
2341 - Carpentry - doors - Panel Door 30 mm - 32 In x 82 In - Nos	5	2,149	10,745
2360 - Carpentry - doors - Panel Doors - Others - Nos	14	1,083	15,162
Carpentry - hardware	473		61,766
2092 - Carpentry - hardware - Door Stopper - NA - nos	45	89	4,016
2099 - Carpentry - hardware - Fischer - 5mm - pkts	30	141	4,234
2100 - Carpentry - hardware - Fischer - 6mm - pkts	24	106	2,550
2115 - Carpentry - hardware - Measuring tape - 30mtrs - nos	2	300	600
2117 - Carpentry - hardware - Measuring tape - 5mtrs - nos	4	108	432
2148 - Carpentry - hardware - Plastic gampa - other - nos	1	140	140
2156 - Carpentry - hardware - S.S. Screws - other - pkts	55	134	7,370
2165 - Carpentry - hardware - SS Cylindrical Lock - other - nos	33	458	15,114
2169 - Carpentry - hardware - SS Mortise Lock - other - nos	11	1,986	21,841
2285 - Carpentry - hardware - SS Hinges - Others - nos	28	195	5,468
2287 - Carpentry - hardware - MS Mesh - Others - sft	240	0	0
Carpentry - wood	299		4,490
2237 - Carpentry - wood - Sal wood Beading - other - rft	299	15	4,490
Cement	540		127,440
3002 - Cement - PPC - 50kgs - bags	540	236	127,440
Chemicals	80		4,400
3134 - Chemicals - Tile Grout - 1kg - pkts	80	55	4,400
Consumables	175		2,808
4000 - Consumables - Acid - NA - ltrs	8	15	120
4001 - Consumables - Air Freshner - NA - nos	5	40	200
4008 - Consumables - Cleaning Cloth - other - nos	6	15	90
4009 - Consumables - Coconut Broom - other - nos	30	9	270
4014 - Consumables - Colin - 500ml - nos	4	65	260
4022 - Consumables - Dettol - NA - nos	4	38	152
4032 - Consumables - Gloves - NA - pairs	20	0	0
4036 - Consumables - Keychain rings - NA - nos	20	5	90
4039 - Consumables - Lisol Cleaning Liquid - NA - ltrs	2	81	162
4040 - Consumables - Mopping Cloth - NA - nos	2	15	30
4041 - Consumables - Mopping stick - NA - nos	4	100	400
4046 - Consumables - Phinyle - 1Ltr - nos	4	35	140
4057 - Consumables - Sponges - NA - nos	30	7	210
4065 - Consumables - Vim bar - NA - nos	2	30	60
4080 - Consumables - Bombay Brooms - Other - Nos	7	7	140
4108 - Consumables - Water Bottle - NA - Nos	7	7	84

Certified by:

 Project Manager
 Nilgiri Estates

Category / Item Name	Balance Qty	Rate	Balance Value
4112 - Consumables - Sanitizer - 500 ml - Nos	2	200	400
Electrical - conducting	850		6,930
4780 - Electrical - conducting - PVC stripe connector - NA - nos	250	13	3,150
4801 - Electrical - conducting - PVC round cover - 6 In - Nos	600	6	3,780
Electrical - other	2,655		155,423
4536 - Electrical - other - Copper plate - 1 ft x1 ft - kgs	11	661	7,271
4555 - Electrical - other - Earth pipe - 2 In - nos	5	572	2,860
4564 - Electrical - other - Fan Box - 1 In - nos	36	25	900
4581 - Electrical - other - Gate lamp - NA - nos	47	650	30,550
4585 - Electrical - other - Insulation tape - NA - nos	137	8	1,096
4596 - Electrical - other - MCB - 16Amps - nos	31	125	3,875
4631 - Electrical - other - Modular Plate - 6way - nos	238	51	12,138
4663 - Electrical - other - Tubelight fitting - 4ft - nos	5	400	2,000
4738 - Electrical - other - GI Flat - Others - nos	24	100	2,400
4746 - Electrical - other - LED Lights - NA - nos	9	185	1,665
4788 - Electrical - other - Modular Bell switches - 6A - nos	8	47	376
4789 - Electrical - other - Modular switch Blank plates - NA - nos	920	10	9,200
4790 - Electrical - other - Modular socket - 15 A - nos	136	77	10,472
4791 - Electrical - other - Modular socket - 6 A - nos	251	49	12,299
4792 - Electrical - other - Modular Step Dimmer - NA - Nos	27	161	4,347
4793 - Electrical - other - Modular Switch - 6 A - nos	584	50	29,200
4794 - Electrical - other - Modular switch - 16 A - nos	136	85	11,560
4795 - Electrical - other - Modular Telephone Jack - NA - Nos	6	40	240
4796 - Electrical - other - Modular TV Socket - NA - Nos	18	38	684
4798 - Electrical - other - FP Isolator - NA - nos	10	674	6,740
4799 - Electrical - other - Change over - 25 Amps - nos	6	675	4,050
4804 - Electrical - other - Earth Powder - NA - bags	10	150	1,500
Electrical - wires	2,231		74,970
4708 - Electrical - wires - Telephone wire - 2pair - bundles	6	601	3,606
4710 - Electrical - wires - TV wire - RG-6 - mtrs	600	10	6,000
4782 - Electrical - wires - A1 service Wire - 7/20 - mts	1,600	16	25,600
4816 - Electrical - wires - Cu multistand wires Red - 1 18 or 1 sq mm -	2	564	1,128
4817 - Electrical - wires - Cu multistand wires Green - 1 18 or 1 sq mm -	1	564	564
4819 - Electrical - wires - Cu multistand wires Black - 3 20 or 2.5 sq mm -	3	1,674	5,022
4820 - Electrical - wires - Cu multistand wires Green - 3 20 or 2.5 sq mm -	5	1,374	6,870
4821 - Electrical - wires - Cu multistand wires Blue - 7 20 or 4 sq mm -	8	1,870	14,960
4822 - Electrical - wires - Cu multistand wires Black - 7 20 or 4 sq mm -	6	1,870	11,220
Miscellaneous	1,729		13,958
6002 - Miscellaneous - Acrylic Sheet - other - sft	144	72	10,368
6031 - Miscellaneous - Plants - NA - nos	1,230	0	0
6040 - Miscellaneous - Tefflon tape - NA - nos	210	14	2,940
6086 - Miscellaneous - M.S.Cloth Hangers - Others - Nos	45	0	0
6100 - Miscellaneous - Plastic Cards - Others - nos	100	0	650
Paints			21,208
6501 - Paints - ACE External Emulsion - 20ltrs - buckets		2,227	6,681

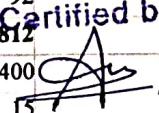
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 Project Manager
 Nilgiri Estates

Category / Item Name	Balance Qty	Rate	Balance Value
6549 - Paints - White Cement - 25kgs - bags	4	600	2,400
6601 - Paints - Wall Care Putti - 20kgs - bags	15	718	10,770
6623 - Paints - Lappam - 30 Kgs - Bag	5	271	1,357
Plumbing - CP	657		221,929
10043 - Plumbing - CP - Bottel trap - NA - nos	130	480	62,400
7023 - Plumbing - CP - Bib cock - other - nos	5	533	2,665
7026 - Plumbing - CP - Extension Nipple - 1/2 In - nos	178	42	7,476
7033 - Plumbing - CP - Pillar cock - NA - nos	9	522	4,698
7036 - Plumbing - CP - Shower arm - NA - nos	17	330	5,610
7037 - Plumbing - CP - Shower head - NA - nos	13	464	6,032
7041 - Plumbing - CP - Sq. Jali without hole - 6 In x6 In - nos	122	179	21,838
7042 - Plumbing - CP - Stop Cock - 1/2 In - nos	62	552	34,224
7045 - Plumbing - CP - Wall Mixer - other - nos	13	2,531	32,903
7047 - Plumbing - CP - Waste coupling - 1/2 thread - nos	71	192	13,632
7377 - Plumbing - CP - Sink Cock With Swivel Spout - NA - Nos	37	823	30,451
Plumbing - CPVC	383		19,949
10053 - Plumbing - CPVC - CPVC pipe - 25 mm (10 ft len) - nos	10	349	3,491
10061 - Plumbing - CPVC - CPVC Coupling - 3/4 In - nos	20	8	160
10062 - Plumbing - CPVC - CPVC Coupling - 1 In - nos	45	15	675
10067 - Plumbing - CPVC - CPVC Tee - 3/4 In - nos	24	17	408
10070 - Plumbing - CPVC - CPVC Tee Reducer - 1 In x 3/4 In - nos	5	50	250
10073 - Plumbing - CPVC - CPVC Elbow - 3/4 In - nos	75	11	825
10074 - Plumbing - CPVC - CPVC Elbow - 1 In - nos	8	21	168
10081 - Plumbing - CPVC - CPVC Female adapter - 1/2 In - nos	2	12	24
10091 - Plumbing - CPVC - CPVC End cap - 3/4 In - nos	15	7	105
10092 - Plumbing - CPVC - CPVC End cap - 1 In - nos	6	12	72
10098 - Plumbing - CPVC - CPVC Ball Valve - 1 In - nos	4	155	620
10099 - Plumbing - CPVC - CPVC Solutions - NA - Ltrs	20	464	9,280
10101 - Plumbing - CPVC - CPVC Clamp - 3/4 In - nos	35	7	245
10102 - Plumbing - CPVC - CPVC Clamp - 1 In - nos	25	8	200
10132 - Plumbing - CPVC - CPVC Tank Connector - 1 1/4 In - nos	10	60	600
10214 - Plumbing - CPVC - Elbow - 1 1/4 In - nos	23	40	920
10251 - Plumbing - CPVC - CPVC Reducer Elbow - 3/4 in X 1/2 in - Nos	36	28	1,008
7426 - Plumbing - CPVC - Thread Adpator - Others - nos	14	50	700
7429 - Plumbing - CPVC - Brass Tee - Others - nos	6	33	198
Plumbing - GI	14		2,849
10006 - Plumbing - GI - Ball Valve - 1/2 In - nos	7	310	2,170
7086 - Plumbing - GI - Reducing Socket - other - nos	7	97	679
Plumbing - HDPE	34		11,844
7103 - Plumbing - HDPE - Pipe - 6Kgs pressure - 3 In - mtrs	30	349	10,464
7331 - Plumbing - HDPE - Elbow - other - nos	4	345	1,380
Plumbing - other	191		28,759
7135 - Plumbing - other - Manhole round covers - - other - nos	12		0
7145 - Plumbing - other - Manhole sq. covers - - other - nos	37	637	23,569
7160 - Plumbing - other - RCC gully trap cover - 12 In x9 In x1 In - nos	22	105	2,310
7353 - Plumbing - other - Green Hose pipe - Other - Mtrs	20	24	2,880

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Category / Item Name	Balance Qty	Rate	Balance Value
Plumbing - pumps	3		7,080
7180 - Plumbing - pumps - Openwel submersible pump - other - nos	1	0	0
7182 - Plumbing - pumps - Pump Starter - NA - nos	2	3,540	7,080
Plumbing - PVC	140		14,698
10023 - Plumbing - PVC - Bend Plain - 3 In - nos	15	40	600
10027 - Plumbing - PVC - Tee with door - 3 In - nos	13	62	806
10031 - Plumbing - PVC - Bend with door - 4 In - nos	12	80	960
10035 - Plumbing - PVC - Tee with door - 4 In - nos	9	105	945
10185 - Plumbing - PVC - Elbow - NA - Nos	5	35	175
10234 - Plumbing - PVC - FTA - NA - Nos	4	11	43
7189 - Plumbing - PVC - Clamp - 4 In - nos	15	114	1,710
7194 - Plumbing - PVC - Coupling - 4 In - nos	2	48	96
7201 - Plumbing - PVC - Door tee - 3 In - nos	8	46	368
7327 - Plumbing - PVC - Connection - 2 ft - nos	42	65	2,730
7434 - Plumbing - PVC - Reducer Tee - other - nos	5	373	1,865
7437 - Plumbing - PVC - Chamber Raisers - Others - nos	10	440	4,400
Plumbing - sanitary	82		222,691
10232 - Plumbing - sanitary - EWC + flush tank + seat cover - NA - nos	14	10,829	151,606
7300 - Plumbing - sanitary - Flush tank concealed - NA - nos	4	3,685	14,740
7302 - Plumbing - sanitary - Health Faucet - NA - nos	15	455	6,825
7319 - Plumbing - sanitary - Wall hung rag bolts - NA - nos	17	288	4,896
7321 - Plumbing - sanitary - Washbasin - other - nos	16	1,664	26,624
7323 - Plumbing - sanitary - Washbasin rag bolts - NA - pairs	2	145	290
7348 - Plumbing - sanitary - Pedastal - NA - nos	14	1,265	17,710
Stationery - other	237		3,642
7529 - Stationery - other - File Folders - NA - nos	6	5	30
7544 - Stationery - other - Marker - NA - nos	30	20	600
7552 - Stationery - other - Note pads - other - nos	12	10	120
7555 - Stationery - other - Paper - A4 - bundles	2	185	370
7560 - Stationery - other - Pen - NA - nos	150	5	750
7578 - Stationery - other - Ring Binder - other - nos	6	194	1,166
7584 - Stationery - other - Scribbling Pads - other - nos	10	15	150
7592 - Stationery - other - stamp pad - NA - nos	5	47	236
7593 - Stationery - other - Stapler - other - nos	4	40	160
7594 - Stationery - other - Stapler pin - other - boxes	10	6	60
7672 - Stationery - other - Board - NA - nos	2	0	0
Steel - other	70		11,177
8141 - Steel - other - M.S.Grills - Others - SFT	45	96	4,302
8190 - Steel - other - L Angle Frame - 2ft x 2ft - Nos	25	275	6,875
Stone - granite	138		8,211
8500 - Stone - granite - Beading - NA - rft	46	39	1,771
8534 - Stone - granite - Tan Brown - 19mm - Sft	92	70	6,440
Tiles	812		210,429
9052 - Tiles - Bathroom Wall tiles - 15 in x 10 in - boxes	400	224	89,600
9057 - Tiles - Utility Floor Tiles - 12 In x 12 In - Boxes	15	390	5,850
9059 - Tiles - Vitrified Floor Tiles - 2 ft x 2 ft - Boxes	61	583	35,563

Certified by:

 Project Manager
 Nilgiri Estates

Category / Item Name	Balance Qty	Rate	Balance Value
9072 - Tiles - Bathroom wall tiles malashiyan brown LT - 10 INx 15 IN x 8	84	224	18,816
9073 - Tiles - Bathroom wall tiles malashiyan brown DK - 10 IN X 15 IN x 8	54	224	12,096
9074 - Tiles - Bathroom malashiyan brown HL - 10 IN X 15 IN X 8 Pieces -	18	224	4,032
9075 - Tiles - Bathroom walltiles luna DK - 10 IN X 15 IN X 8 Pieces -	54	224	12,096
9076 - Tiles - Bathroon wall tiles Luna LT - 10 IN X 15 IN X 8 Pieces -	84	224	18,816
9077 - Tiles - Bathroom wall tiles luna HL - 10 IN X 15 IN x 8 Pieces -	18	224	4,032
9087 - Tiles - Kitchen floor maharaja beige - 12 in X 12 in X 12 pieces -	24	397	9,528
Tools	110		6,150
9537 - Tools - Hacksaw blade - double - nos	50	10	500
9550 - Tools - Machine Blade - other - nos	50	95	4,750
9570 - Tools - Spade with handle - NA - nos	10	90	900
Total Stock Value...			1,302,095

Certified by:

 Project Manager
 Nilgiri Estates

Company Name: Nilgiri Estates
Project Name: Nilgiri Estate

Site Bills and D.C.'s Inward/Outward Register

Inward Date	Time	Inward No	Bill / DC	Bill / DC no.	Bill / DC date	Material Inward no.	Material Inward date	Supplier Name	Received By	Receiver Sign	Issued on Date	Issued on Time	Issued to name	Issued to sign.	Admin sign.
11/10/21	16:00	11967	DC	133	11/10/21	22363	11/10/21	M. Sudashan	Sanitary	[Signature]	12/10/21	18:00	Kavitha	[Signature]	
"	"	11968	"	138	"	22364	"	"	"	[Signature]	"	"	"	"	
"	19:07	11969	DC	13045	"	22365	"	Summit Sales Utp	Sanitary	[Signature]	"	"	"	"	
"	"	11970	"	13046	"	22366	"	"	"	[Signature]	"	"	"	"	
"	"	11971	"	13047	"	22367	"	"	"	[Signature]	"	"	"	"	
"	"	11972	"	13048	"	22368	"	"	"	[Signature]	"	"	"	"	
"	"	11973	"	13049	"	22369	"	"	"	[Signature]	"	"	"	"	
"	"	11974	"	13050	"	22370	"	"	"	[Signature]	"	"	"	"	
12/10/21	17:02	11975	Invoice	945	12/10/21	22373	12/10/21	Preful Sanitary	Sanitary	[Signature]	13/10/21	18:00	Kavitha	[Signature]	
"	"	11976	"	946	"	22374	"	"	"	[Signature]	"	"	"	"	
"	"	11977	"	3162	"	22375	"	Spec Mahares Engk	"	[Signature]	"	"	"	"	

OUTWARD - GATE PASS

No.: 2611

Date: 15/01/21		Time: 11:30		
Company: NE Rampally				
Project/site: NE Rampally				
Location: Cheralapally, SSLP				
Inward No.: 539	Vehicle type: Tractor	Vehicle No: AP23X4931	Vehicle driver: Vikshaya Laksh	
Material Description	Quantity	Units	Approx. rate	Amount
Cement pipes	12	Nos	330/-	3,960/-
Total				3,960/-

Reason for transfer/refund	Purpose for transfer	Other details (to be filled by Admin - audit)
No charge	<input type="checkbox"/> Return to supplier for exchange	<input type="checkbox"/> Material received by inward no. _____ & date _____
For refund from supplier	<input type="checkbox"/> Return to supplier for refund	Details of credit note from supplier - date _____ & Amount Rs. _____/-
Transfer to other project	<input type="checkbox"/> On loan to be returned	Return of material - inward no. _____ & date _____
Transfer to other site/ project	Cost of material to be collected: <input type="checkbox"/> Collect 100% cost - new material <input checked="" type="checkbox"/> Collect 60% cost - old material <input type="checkbox"/> No charges to be collected - value deemed to be nil.	GST bills to be raised <input type="checkbox"/> Yes <input type="checkbox"/> No GST bill no. _____, Amount _____ date _____
Transfer to another phase / company / project	<input type="checkbox"/> No charges to be collected	NA
No charge	<input type="checkbox"/> for repairs & service	<input type="checkbox"/> Material received by inward no. _____ & date _____
Remarks:	Details:	Details:

Remarks: As per MD's Sir instruction Cement pipes sent to SSSLP.				
Gate pass approved by:	Project manager	Admin in-charge	Security	
	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	
Received by other site on:	Inward No.	Admin sign:	Security sign.	
Approved by	Project accountant	Accounts manager	Admin - Audit	MD

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, GST bills, etc and send to MD for approval once in a fortnight.

OUTWARD - GATE PASS

No.: 2612

Date: 15/01/21		Time:	
Company: M.C. Kuppally			
Project/site: M.C.			
Destination: 851P			
Outward No.: 540		Vehicle type: tractor	Vehicle No: AP23X1931
		Vehicle driver: V. K. Srinivas	
	Material Description	Quantity	Units
1.	CC pipes (cracks & Dam)	12	100k
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
Total			
Charges/refund		Purpose for transfer	
<input type="checkbox"/> No charge <input type="checkbox"/> For refund from supplier <input checked="" type="checkbox"/> Transfer to other site/project <input type="checkbox"/> Transfer to other site/project <input type="checkbox"/> Transfer to another phase of firm/company/project <input type="checkbox"/> No charge <input type="checkbox"/> Other:		<input type="checkbox"/> Return to supplier for exchange <input type="checkbox"/> Return to supplier for refund <input type="checkbox"/> On loan to be returned Cost of material to be collected: <input type="checkbox"/> Collect 100% cost - new material <input checked="" type="checkbox"/> Collect 60% cost - old material <input checked="" type="checkbox"/> No charges to be collected - value deemed to be nil. <input type="checkbox"/> No charges to be collected <input type="checkbox"/> for repairs & service Details:	
		Other details (to be filled by Admin - audit) <input type="checkbox"/> Material received by inward no. _____ & date _____ Details of credit note from supplier - date _____ & Amount Rs. _____/- Return of material - inward no. _____ & date _____ GST bills to be raised <input type="checkbox"/> Yes <input type="checkbox"/> No GST bill no. _____, Amount _____, date _____ NA <input type="checkbox"/> Material received by inward no. _____ & date _____ Details:	
Remarks: As per MD instruction CC pipes sent to 851P			
Gate pass approved by:		Project manager	Admin in-charge
Sign:		<i>[Signature]</i>	Kanitha
Received by other site on:		Inward No.	Admin sign:
			<i>[Signature]</i>
Approved by		Project accountant	Accounts manager
Sign:			Admin - Audit
			MD

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.

OUTWARD - GATE PASS

No.: 2613

Date: 16/01/2021 Time: _____
 Company: DE Rampally
 Project/site: NDC
 Destination: SSLLP

Outward No.: 541 Vehicle type: Tractor Vehicle No: AP28FO744 Vehicle driver: Raju / [Signature]

	Material Description	Quantity	Units	Approx. rate	Amount
1.	CC pipes	12	NO'S		
2.	(Cocks & Dummy pipes)				
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
Total					

Charges/refund	Purpose for transfer	Other details (to be filled by Admin - audit)
<input type="checkbox"/> No charge	<input type="checkbox"/> Return to supplier for exchange	<input type="checkbox"/> Material received by inward no. _____ & date _____
<input type="checkbox"/> For refund from supplier	<input type="checkbox"/> Return to supplier for refund	Details of credit note from supplier - date _____ & Amount Rs. _____/-
<input type="checkbox"/> Transfer to other site/project	<input type="checkbox"/> On loan to be returned	Return of material - inward no. _____ & date _____
<input checked="" type="checkbox"/> Transfer to other site/project	Cost of material to be collected: <input type="checkbox"/> Collect 100% cost - new material <input type="checkbox"/> Collect 60% cost - old material <input checked="" type="checkbox"/> No charges to be collected - value deemed to be nil.	GST bills to be raised <input type="checkbox"/> Yes <input type="checkbox"/> No GST bill no. _____ Amount _____ date _____
<input type="checkbox"/> Transfer to another phase of firm/company/project	<input type="checkbox"/> No charges to be collected	NA
<input type="checkbox"/> No charge	<input type="checkbox"/> for repairs & service	<input type="checkbox"/> Material received by inward no. _____ & date _____
<input type="checkbox"/> Other:	Details:	Details:

Remarks: _____

Gate pass approved by:	Project manager	Admin in-charge	Security
Sign:	[Signature]	Kariltha	[Signature]
Received by other site on:	Inward No.	Admin sign:	Security sign.
Approved by	Project accountant	Accounts manager	Admin - Audit
Sign:			MD

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.

OUTWARD - GATE PASS

No.: 2614

Date:	16/01/21	Time:			
Company:	Nirgin Estates, Rampally				
Project/site:	N.E				
Destination:	SSLP				
Outward No.:	Vehicle type	Vehicle No	Vehicle driver		
542	Tractor	AP28+0299	Raju		
	Material Description	Quantity	Units	Approx. rate	Amount
1.	CC pipes	12	nos		
2.	(cables & dummy)				
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
	Total				

Charges/refund	Purpose for transfer	Other details (to be filled by Admin - audit)
<input type="checkbox"/> No charge	<input type="checkbox"/> Return to supplier for exchange	<input type="checkbox"/> Material received by inward no. _____ & date _____
<input type="checkbox"/> For refund from supplier	<input type="checkbox"/> Return to supplier for refund	Details of credit note from supplier - date _____ & Amount Rs. _____/-
<input checked="" type="checkbox"/> Transfer to other site/project	<input type="checkbox"/> On loan to be returned	Return of material - inward no. _____ & date _____
<input type="checkbox"/> Transfer to other site/project	Cost of material to be collected: <input type="checkbox"/> Collect 100% cost - new material <input type="checkbox"/> Collect 60% cost - old material <input checked="" type="checkbox"/> No charges to be collected - value deemed to be nil.	GST bills to be raised <input type="checkbox"/> Yes <input type="checkbox"/> No GST bill no. _____, Amount _____ date _____
<input type="checkbox"/> Transfer to another phase of firm/company/project	<input type="checkbox"/> No charges to be collected	NA
<input type="checkbox"/> No charge	<input type="checkbox"/> for repairs & service	<input type="checkbox"/> Material received by inward no. _____ & date _____
<input type="checkbox"/> Other:	Details:	Details:

Remarks:

Gate pass approved by:	Project manager	Admin in-charge	Security	
Sign:		Kanitta		
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.