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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)	24/08/21	Jackets	35	No's	65/-	2275.00	GUDC	Surasani	Tau/10090		Ch. Kotun	
2)	24/08/21	Helmets	40	No's	45/-	1800/-	"	"	10090	R. Vinutha	Ch. Kotun	
3)	24/08/21	Jackets	05	No's	65/-	325/-	"	"	10090		Ch. Kotun	
4)	24/08/21	safety belts	05	No's	259/-	1295/-	"	"	10090	R. Vinutha	Ch. Kotun	
						<u>total - 5695/-</u>						
* five thousand six hundred and ninety five Rupees only.												
APPROVED BY 02 SEP 2021 Project Manager												

Notes: 1. *Rate and amount are exclusive of GST. 2. Issued by can be Contractor.

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.

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

Name of Firm / Company		GUDC		Project Name / Location		Gurupolis									
Sign of Project Manager :		R. Murali		Sign of admin :		R. Murali		Sign of Security :		R. Murali		Sign of admin audit :		R. Murali	
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)	24/08/21	Safety Jacket	38	Nos	65/-	2470/-	GUDC	Home line	10088	Ravi	Chk				
2)	24/08/21	Safety helmet	38	Nos	45/-	1710/-	"	"	10088	Ravi	Chk				
3)	24/08/21	Safety Belts	05	Nos	259/-	1295	"	"	10088	Ravi	Chk				
						total =	5475/-								
* Five thousand four hundred and seventy five Rupees only.															
APPROVED BY 02 SEP 2021 Project Manager															

APPROVED BY
07 SEP 2021
Project Manager

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

