

17

27/12

P. ^o ~~minck~~ Chh
 Chh

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 date (to be filled by Contractor/Builder) to (Thursday). 6. Check rate with purchase / PO / WO.

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

15

Name of Firm / Company		GVDc		Project Name / Location		Guropok's					
Sign of Project Manager :	Sign of admin :	R. Raju		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)	13/12/21	helmet	02	Nos	45/-	315/-	GVDc	Surasabhi Jyoti mtra	10382		
2)	13/12/21	sack	02	Nos	85/-	595/-	GVDc	"	10382		
3)	13/12/21	sack	15	Nos	85/-	1275/-	GVDc	"	10382		
4)	13/12/21	helmet	12	Nos	45/-	540/-	GVDc	"	10382		
					total	2925.00					

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.