


Order Book Register Form										 Om Sai Intex Pvt. Ltd. <small>ISO 9001:2015 ISO 14001:2015 ISO 45001:2018</small>	
OSI-REC-Admin-00											
Received on:				Tender Enrollment No:				Ref. to Order Bk :			
Project Code:				PO No.				Dated :			
Name & Scope of the Work/Project :											
Client's Name & Address:				Site Address:				Billing To:			
Billing Party's GST:						Billing Party's PAN:					
Client Contact Details:											
PO Value											
Basic			BOCW		Tax			Total Value			
PMC:	Architect:	Cost Consultant:	Zone				Payment Terms				
			SEZ /STPI /EOU /Others								
Deposits		ABG	PBG	RBG	Security Deposit:		Running Bill:				
Percentage	----	----	----	----	DL Period:						
Validity	----	----	----	----							
Liq Damage		Insurance						Final Bill :			
		WCP	CAR	CGL	PI						
		----	----	----	----						
Incharge Director		Project In Charge			Billing			Others:			
Remarks:											
Prepared - by Admin		Checked - by QS		QS	Billing	Purchase Dept	Vendor Management	Accounts Dept	Admin Dept		
Signature	Venkatesh V			Nanjundaraje URS A			Prakash S		Illavarasan V		