

Form -
The Kerala State Civil supplies Corporation Limited
Stock Reconciliation and Declaration Statement for Medical Stores as on 31.03.2017
(Value Based)

Name of the Outlet:.....

Depot:.....

Region:.....

Outlet Code :

Sl. No	Medicinal and Non Medicinal Items	Opening Stock as on 01.04.2016 (Rs.)	Receipts				Total (OB+Receipts) (Rs.)	Issue Durnig the year				Total (Rs.)
			from WMD (Rs.)	from Depot (Rs.)	Local Purchase (Rs.)	Transfer from other outlets ((Rs.)		Sales (Rs.)	Returns to Supplier (Rs.)	Returns to WMD (Rs.)	Transfer to other outlets (Rs.)	
		1	2	3	4	5	(1+2+3+4+5)	6	7	8	9	(5+6+7+8)
1	Medicinal Items (Value)											
2	Non - Medicinal Items (Value)											
	TOTAL											

Physical Verification Report of Medical Stores as on 31.03.2017
(Value Based)

Name of the Outlet:.....

Depot:.....

Region:.....

Outlet Code:

Sl. No	Medicinal & Non-Medicinal Items	Stock Declared (Book Stock) (Rs.)	Damaged Stock (Rs.)	Net Book Stock (Rs.)	Physical Stock (Rs.)	Short (Rs.)
1	Medicinal Items (Value)					
2	Non - Medicinal Items (Value)					
	TOTAL					

Unit Manager and Other Staff
Name Designation Siganture

1 _____
2 _____
3 _____

I/We hereby certify that the above stock is physically verified and found correct. I/We have also verified the stock declared by the AM/OIC with the Sock register/Computer and found correct.

Stock Verification Officers
Name Designation Signature

1 _____
2 _____
3 _____

Form -
The Kerala State Civil supplies Corporation Limited
Stock Reconciliation, Declaration and Verification of Petroleum Products as on 31.03.2017

Name of the Outlet:.....

Quantity in Ltrs.

Outlet Code:.....

Depot:.....

Region:.....

Sl. No	Name of Commodity	Opening Balance as on 01.04.2016	Receipts During the year	Total (OB+Receipts)	Sales Durnig the year	Sales Value	Book Stock as on 31.03.2017	Admissible Shortage	Book Stock after admissible Shortage	Physical Stock as on 31.03.2017			Shortage (7-8)		
										Qty	P.Rate	Value	Qty	Rate	Value
		1	2	(1+2) 3	4		(3-4) 5	6	(5-6) 7	8			9		
1	PETROL LTRS														
2	XTRA PREMIUM PETROL														
3	DIESEL LTRS														
4	SUPER DIESEL LTRS														
5	2T LOOSE OIL LTRS														
6	2T SUPREME 1/2 LTR														
7	2T SUPREME 1 LTR														
8	2T KH 1/2 LTR														
9	4T OIL LTRS														
10	PRIDE 40 1 LTR														
11	PRIDE 40 5 LTR														
12	MG 20W40 1/2 LTR														
13	MG 20W40 1 LTR														
14	MG 20W40 5 LTR														
15	MG 20W40 20 LTR														
16	GEAR OIL 90/140 1/2 LTR														
17	GEAR OIL 90/140 1 LTR														
18	GEAR OIL 90/140 5 LTR														
19	BRAKE FLUID 1/4 LTR														
20	BRAKE FLUID 1/2 LTR														
21	SERVO KOOL 1/2 LTR														
22	SERVO KOOL 1 LTR														
23	PREMIUM 15W40 1 LTR														
24	PREMIUM 15W40 5 LTR														
25	TRANS FLUID 1 LTR														
26	GREASE MP 1/2 KG														
27	DISTILLED WATER 1 LTR														
28	DISTILLED WATER 5 LTR														
29	CAR SHAMPOO 1/2 LTR														
30	POLISH CLOTH														
31	PASS BOOK (NOS)														
32	EMPTY BARRELS (NOS)														
	TOTAL														

I/We hereby certify that the above stock is physically verified and found correct. I/We have also verified the stock declared by the AM/OIC with the Stock Register/Computer and found correct.

Unit Manager and Other Staff

Name	Designation	Signature
1 _____		
2 _____		
3 _____		

Stock Verification Officers

Name	Designation	Signature
1 _____		
2 _____		
3 _____		

Form -
The Kerala State Civil supplies Corporation Limited
Stock Reconciliation, Declaration and Verification of Sub Depot as on 31.03.2017

Name of the Outlet:.....

Outlet Code:.....

Depot:.....

Region:.....

Quantity in Quital

Commodity Codes	Name of Commodity	Opening Balance as on 01.04.2016	Receipts During the year		Total (OB+Receipts)	Issue During the year			Sales Value	Book Stock as on 31.03.2017	Physical Stock as on 31.03.2017			Shortage			
			Direct	Transfer		(1+2+3)	Transfer	Sales			Total (5+6)	()	(4-7)	QTY	P.Rate	Value	Qty (8-9)
		1	2	3	4	5	6	7		8	9						
MA0264	AAY CMR																
MA0265	AAY B/R																
MA0266	AAY R/R																
MA0276	PHH BR																
MA0277	PHH CMR																
MA0279	PHH RR																
MA0280	NPHH BR																
MA0281	NPHH RR																
MA0282	NPHH CMR																
MA0285	NPHH BR (NS)																
MA0286	NPHH CMR (NS)																
MA0287	NPHH RR (NS)																
	RICE TOTAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
MA0278	PHH WHEAT																
MA0283	NPHH WHEAT																
MA0284	AAY WHEAT																
MA0288	NPHH WT (NS)																
	WHEAT TOTAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	GRAND TOTAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Unit Manager and Other Staff
Name Desigantion Signature

1 _____
2 _____
3 _____

I/We hereby certify that the above stock is physically verified and found correct. I/We have also verified the stock declared by AM/OIC with the Stock register/Computer and found correct.

Stock Verification Officers

Name Desigantion Signature

1 _____
2 _____
3 _____