

Project Engagement Form							8th June 2026
Project Name	Mukund Industries	Presales Name	Arundhathy	Service Lead	Arundhathy	Service Lead Site Visit Status	
Client Name	Karen	Planned Duration (Days)	30+6	Start Date		Planned End Date	10th June
Sales Manager	Saurabh Kothiyal	Estimated Man-Days	30	Total Project Value	9975	Payment Terms	Advance
PAF No.	KT/MIFZ/18-05-26/077	Purchase Planning Document Status	Yes	Any Material Delays Visiblity, which can delay project			
Sales Handover Remarks on Customer Expectations	REVAMP OF WEBSITE ↳ SCOPE WITH ARUNDHATHY						
Presales Handover Remarks	Website Revamping : 2 Engineers Saurabh & Arundhathy will be working on this project. Will complete the project within 30 days.						
Service Takeover Remarks							
Assumptions (If Any)							
Sales Manager Signature		Presales Signature		Service Lead Signature		Project Coordinator Signature	
Project Exit Form							Preparation Date
Project Name	Mukund Industries	Planned Duration (Days)		Actual Duration (Days)		Delay (Days)	
Client Name	Karen	Start Date		Planned End Date		Actual End Date	
Sales Manager	Saurabh Kothiyal	Estimated Man-Days		Actual Man-Days		Man-Day Variance	
Total Project Value	9975	Scope Completed (Yes/No)		Change Requests (Yes/No)		CR Billed (Yes/No)	
Final Invoice Submitted (Yes/No)		Invoice Date		Final Payment Received (Yes/No)		Payment Date	
Outstanding Amount		Client Sign-off (Yes/No)		Closure Date		Milestone 1	
						Milestone 2	
						Milestone 3	
Remarks							
Sales Manager (Customer Feedback)							
Project Coordinator/Manager (Project Coordination Feedback)							
Service Manager Remark							
Mamata (Business Operation Update) on Revised booking +/-							
Signed By:							
Sales Manager	Project Co-ordinator	Business Ops	Project Engg (Man	General Manager (Optional)	Delivery Deptt II	Service Head/MD	CEO (Optional)
Saurabh	Sneha	Mamata	Arundhathy	Ashish C.		Puneet Kaur	Pankaj Singh