COST SHEET

Statement of cost and profit for the period

Product and cost unit	Period	Plant or cost centre

Opening stock of raw material	
Add: purchases, with carriage and freight inward	
Less: closing stock of raw material	
Direct material consumed	
Direct labour (direct employee cost)	
Direct expenses (job work, royalty on production)	
Prime cost	
Add: factory overheads (works overheads)	
Gross works cost	
Add: opening work in progress	
Less: closing work in progress	
Works cost (factory cost)	
Add: quality control and process R&D	
Add: administration overheads (production related)	
Less: credit for scrap and recoveries	
Add: primary packing cost	
Cost of production	
Add: opening stock of finished goods	
Less: closing stock of finished goods	
Cost of goods sold	
Add: administration overheads (general)	
Add: selling and distribution overheads	
Cost of sales	
Profit margin on cost of sales (%)	
Profit	
Sales (selling price)	
Units produced	
Units sold	
Cost of production per unit	
Cost of sales per unit	
Selling price per unit	

Prepared by

Checked by (accounts)

Approved by

PART COST SHEET

Piece-price breakup for a quotation

Part name and no.	Drawing no. and revision	Customer and enquiry ref.
Material and grade	Main machine	Date

Cost per piece

Input (casting) weight per piece, kg	
Raw material rate, ₹ per kg	
Raw material cost	
Finished weight per piece, kg	
Scrap weight per piece, kg	
Scrap rate, ₹ per kg	
Less: scrap recovery	
Net material cost	
Bought-out parts (bushes, plugs, fasteners)	
Machine hour rate, ₹ per hour	
Cycle time per piece, minutes	
Machining cost	
Other operations (washing, painting, testing)	
Conversion cost	
Rejection allowance (%)	
Rejection cost	
Packing and freight per piece	
Factory cost per piece	
Overheads and inventory carrying cost (%)	
Overheads	
Profit (%)	
Profit	
Price per piece, before GST	
Quantity quoted	
Order value, before GST	

Basis

Costed by

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