

**Annex B - Work Completion Report**

Company	GVRC	Name of contractor	Jyothikumari	Sl. No. site bills reg.	1692			
Project/site	Innopolis	Nature of work	Civil works	Dt. site bills reg.	02-12-2024			
Block no.	Atrium (rework)	Work done from date		M-codex bill ID.				
WO no.		Work done to date		WO issued ?				
WO date		Contractor bill no.		GST bill required?				
Sl. No.	Unit/Floor no	Details of work		Qty	Units	Rate ID	Rate	Amount
1	Atrium (rework)	Internal plastering above doors		180 sft		CW130	16.00	2,880
2		RCC wall plastering for motor fixing		36 sft		CW130	16.00	576
3		Finishing below granite		288 rft		CW154	8.00	2,304
4		Add 15% extra for difficulty work						864
5								
6								
7								
8								
9								
				<b>Total</b>				<b>6,624</b>
				Add GST @				<b>0</b>
				<b>Total amount including taxes for work done</b>				<b>6,624</b>

Remarks: \_\_\_\_\_

Approved by project manager: \_\_\_\_\_ BY \_\_\_\_\_

Sign: \_\_\_\_\_ Date: \_\_\_\_\_

Approved by QS team: \_\_\_\_\_

Sign: \_\_\_\_\_ Date: \_\_\_\_\_

Approved by Director/E&D team: \_\_\_\_\_

Sign: \_\_\_\_\_ Date: \_\_\_\_\_

Notes: 1. This sheet replaces installation report. 2. This work order is not issued. 3. Use this form even if work order is not issued. 4. Attach measurement and estimate sheets only if required. 5. For bill amount less than 10k any QS team member may sign and in place of director sign of respective member. 6. For bill amount greater than 10k QS manager and directors approval is required. 7. For bill amount greater than 10k any QS team member may sign and in place of director sign of respective member. 8. Entry of rate ID is mandatory. 9. This sheet must be sent within 2 working days of work completion (with or without contractors bill). 10. Contractors to send scanned copy of bill to site and QS by email. 11. Contractors must submit original bills at HO (can be sent by courier).





