

### Anx B – Work Completion Report

|                             |                                                       |                                                   |             |                                            |                               |         |      |        |
|-----------------------------|-------------------------------------------------------|---------------------------------------------------|-------------|--------------------------------------------|-------------------------------|---------|------|--------|
| Company                     | GVRC                                                  | Name of contractor                                | M.Raj Kumar | Sl. No. site bills reg.                    | 156                           |         |      |        |
| Project/site                | Imnopolis                                             | Nature of work                                    | Earth work  | Dr. site bills reg.                        | 29-08-2025                    |         |      |        |
| Block no.                   | 3600 Second Floor Cleaning work done For Client visit | Work done from                                    | 08-08-2025  | M-codex bill ID.                           |                               |         |      |        |
| WO no.                      |                                                       | Work done to date                                 | 18-08-2025  | WO issued ?                                |                               |         |      |        |
| WO date                     |                                                       | Contractor bill no.                               |             | GST bill required?                         |                               |         |      |        |
| Sl. No.                     | Unit/Floor no                                         | Details of work                                   |             | Qty                                        | Units                         | Rate ID | Rate | Amount |
| 2                           | 3600                                                  | 3600 Second Floor Cleaning work done Client Visit |             | 24,828                                     | sft                           | CL-105  | 1    | 24,828 |
| 3                           |                                                       |                                                   |             |                                            |                               |         |      |        |
| 4                           |                                                       |                                                   |             |                                            |                               |         |      |        |
| 5                           |                                                       |                                                   |             |                                            |                               |         |      |        |
| 6                           |                                                       |                                                   |             |                                            |                               |         |      |        |
| 7                           |                                                       |                                                   |             |                                            |                               |         |      |        |
| 8                           |                                                       |                                                   |             |                                            |                               |         |      |        |
| 9                           |                                                       |                                                   |             |                                            |                               |         |      |        |
| 10                          |                                                       |                                                   |             |                                            |                               |         |      |        |
|                             |                                                       |                                                   |             | Total                                      |                               | 24,828  |      |        |
|                             |                                                       |                                                   |             | Add GST @ 18.00%                           |                               | 0       |      |        |
|                             |                                                       |                                                   |             | Total amount including taxes for work done |                               | 24,828  |      |        |
| Remarks:                    |                                                       |                                                   |             | Approved by QS team                        | Approved by Director/E&D team |         |      |        |
| Approved by project manager |                                                       |                                                   |             | Sign:                                      | Sign:                         |         |      |        |
| Sign:                       |                                                       |                                                   |             | Date:                                      | Date:                         |         |      |        |
| Date:                       |                                                       |                                                   |             |                                            |                               |         |      |        |

APPROVED BY

29 AUG 2025

8/10/25

S.V. Subbaraj

29 AUG 2025

Notes: 1. This sheet replaces installation report and advice for credit to contractors. 2. This work form must be typed. 3. Use this form even if work order is not issued. 4. Attach measurement and estimate sheets only if required i.e. details cannot be entered above. 5. For bill amount greater than 10k QS manager and directors approval is mandatory. 6. For bill amount less than 10k any QS team member may sign and in place of director sign of respective E&D member to be taken. 7. Director include - Scham, Anand Mehta (for GHT + GMR), Sachin (for Vivropolis), B. anand Kumar (for MCID), Abhishek (for MCID) and any other person whose 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).

# MEASUREMENT SHEET

|                    |           |                                      |                  |       |        |             |           |            |                 |
|--------------------|-----------|--------------------------------------|------------------|-------|--------|-------------|-----------|------------|-----------------|
| Company Name:      |           | GVRC                                 | Approved by:     |       |        | Subba Reddy |           |            |                 |
| Project:           |           | Innopolis                            | Sign:            |       |        |             |           |            |                 |
| Work Description : |           | 3600 Second Floor Cleaning work done | Work start date: |       |        | 05-07-2024  |           |            |                 |
| Contractor:        |           | M.Raj Kumar                          | Work end date:   |       |        | 08-07-2024  |           |            |                 |
| Prepared By:       |           | K.Srikanth                           | Date :           |       |        | 21-07-2025  |           |            |                 |
|                    |           |                                      | A                | B     | C      | D           | E=AxBxCxF | G=Sum of E |                 |
| S No.              | Item Head | Item Description                     | Length           | Width | Height | Nos.        | Quantity  | Units      | Item Head Total |
| 1                  | 3600      | 3600 Second Floor Cleaning work done | 203              | 131   | 1      | 1           | 26,593    | sft        |                 |
|                    |           | Deductions                           |                  |       |        |             |           |            |                 |
|                    |           | Shear wall Duct                      | 100              | 10    | 1      | 1           | 1,000     | sft        |                 |
|                    |           | Lift1                                | 18               | 11    | 1      | 1           | 198       | sft        |                 |
|                    |           | Lift2                                | 11               | 11    | 1      | 1           | 121       | sft        |                 |
|                    |           | Stairecase1                          | 16               | 13    | 1      | 1           | 208       | sft        |                 |
|                    |           | Stairecase2                          | 17               | 14    |        | 1           | 238       | sft        |                 |

| ESTIMATE SHEET    |           |                                                                               |          |       |      | Approved by: Subba Reddy |                 |         |
|-------------------|-----------|-------------------------------------------------------------------------------|----------|-------|------|--------------------------|-----------------|---------|
| Company Name:     |           | GVRC                                                                          |          |       |      |                          |                 |         |
| Project:          |           | Innopolis                                                                     |          |       |      |                          |                 |         |
| Work Description: |           | 3600 Second Floor Cleaning work done                                          |          |       |      |                          |                 |         |
| Prepared By       |           | K.Srikanth                                                                    |          |       |      |                          |                 |         |
| Date:             |           | 28-08-2025                                                                    |          |       |      |                          |                 |         |
| S No.             | Item Head | Item Description                                                              | Quantity | Units | Rate | Amount                   | Item Head Total | Remarks |
| 1                 | 3600      | 3600 Second Floor Cleaning work done                                          | 24,828   | sft   | 1    | 24,828                   |                 |         |
| 2                 |           |                                                                               |          |       |      |                          |                 |         |
| 3                 |           |                                                                               |          |       |      |                          |                 |         |
| 4                 |           | Amount In words: Twenty Four Thousand Eight Hundread Twenty Eight Rupees Only |          |       |      |                          |                 |         |
| 5                 |           |                                                                               |          |       |      |                          |                 |         |
| 6                 |           |                                                                               |          |       |      |                          |                 |         |
| 7                 |           |                                                                               |          |       |      |                          |                 |         |
| 8                 |           |                                                                               |          |       |      |                          |                 |         |

# Bill for Equipment Allowance

M.Raj Kumar

Mallapur

Hyderabad

Date: 29-08-2025

**In favor of:** GVRC  
**Project / Site:** Innopolis  
**Location:** Koltur  
**Type of Work:** Earth work  
**Towards:** Equipment Allowance.

| S No. | Description                                                                                                                       | Amount     |
|-------|-----------------------------------------------------------------------------------------------------------------------------------|------------|
| 1.    | Towards 3600 Second Floor Cleaning work done for Clients Visit.Total Amount=24,828/-.<br>Work done From=08-08-2025 to 18-08-2025. | Rs 9,931/- |

Amount in Words: Nine Thousand Nine Hundread Thirty One Rupees Only.

Sign:

\_\_\_\_\_

## Bill for Consumables

M.Raj Kumar  
Mallapur  
Hyderabad

Date: 29-08-2025

**In favor of:** GVRC  
**Project / Site:** Innopolis  
**Location:** koltur  
**Type of Work:** earth work  
**Towards:** Consumables

| S No. | Description                                                                                                                          | Amount      |
|-------|--------------------------------------------------------------------------------------------------------------------------------------|-------------|
| 1.    | Towards 3600 Second Floor Cleaning work done for Clilents<br>Visit.Total Amount=24,828/-<br>Work done From=08-08-2025 to 18-08-2025. | Rs: 4,965/- |

Amount in Words: Four Thousand Nine Hundread Sixty Five Rupees Only.

Sign:

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## Bill for Labour Charges

M.Raj Kumar  
Mallapur  
Hyderabad

Date: 21-08-2025

**In favor of:** GVRC  
**Project / Site:** Innopolis  
**Location:** kolthur  
**Type of Work:** Cleaning work  
**Towards:** Labour charges.

| S No. | Description                                                                                                                       | Amount      |
|-------|-----------------------------------------------------------------------------------------------------------------------------------|-------------|
| 1.    | Towards 3600 Second floor Cleaning work done for Clients Visit.Total Amount=24,828/-.<br>Work done From=08-08-2025 to 18-08-2025. | Rs: 9,931/- |

Amount in Words: Nine Thousand Nine Hundred Thirty One Rupees Only.

Sign:

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