

Annex B – Work Completion Report

Company	MRGMLLP	Name of contractor	Bassappa	Sl. No. site bills reg.			
Project/site	GMR	Nature of work	Painting Work	Dr. site bills reg.	07-11-2025		
Block no.	E	Work done from date	04-10-2025	M-code bill ID.			
WO no.			25-10-2025	WO issued ?			
WO date		Contractor bill no.		GST bill required?			
Sl. No.	Unit/floorno	Details of work	Qty	Units	Rate ID	Rate	Amount
1.		E Block Garbage rooms ACE Painting 1st-6th floors	2256	Sft	PT135	6.75	
2.		Walls & Ceiling					
3.							
4.							
5.							
6.							
7.							
8.							
9.							
10.							
<div> <div>GST 18%</div> <div>2,741</div> </div>							
<div> <div>Total</div> <div>17,969</div> </div>							
Remarks:							
Approved by project manager			Approved by QS team			Approved by Director/E&D team	
Sign:			Sign:			Sign:	
Date:			Date:			Date:	

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 required. 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 – Soham, Anand Mehta (for GHT + GMR), Sachin (for Vivopolls), B. anand Kumar (for NGH + NRK). 8. Entry of rate ID is mandatory. 9. This sheet must be sent within 2 working days of work completion (with or without contractor's 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).

[illegible][illegible]

S.No.	Item Head	Item Description	Quantity	Units	Rate	Amount	Grand Total
	E Block Garbage rooms ACE Painting Walls,& Ceiling	E Block Garbage rooms ACE Painting Walls & Ceiling	2256	Sft	6.75	15,228	
						GST 18%	2,741
						Total	17,969
	Amount in words :- Seventeen Thousand nine hundred and sixty nine Rupees Only						

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