

# **Aux B - Work Completion Report**

Company	SJK	Name of contractor	Radha krishna	Sl. No. site bills reg.	01		
Project/site	GREENS TOWERS	Nature of work	plantation	Dt. site bills reg.	15-11-2025		
Block no.	MAIN ENTRANCE LAWN	Work done from date		M-codex bill ID.			
WO no.		Work done to date		WO issued ?			
WO date		Contractor bill no.		GST bill required?	yes		
Sl. No.	Unit/floor no	Details of work	Qty	Units	Rate ID	Rate	Amount
1	Lawn area at	Carpet grass	490	Sft	LS104	3.00	1,469
	main entrance	wedelia	502	Sft	LS104	3.00	1,506
		acalypha	250	Nos	LS113	20.00	5,000
		golden doranta	150	Nos	LS114	20.00	3,000
		aareca planm	150	Nos	LS115	20.00	3,000
			8	Nos	LS116	20.00	160
<p align="right"><b>Total</b></p>							
<p align="right"><b>14,136</b></p>							
<p align="right"><b>Total amount including taxes for work done</b></p>							
<p align="right"><b>14,136</b></p>							
<p><b>Remarks:</b></p>							
<p>Approved by project manager</p>		<p>Approved by QS team</p>		<p>Approved by Director/E&amp;D team</p>			
<p>Sign: <b>APPROVED BY</b></p>		<p>Sign:</p>		<p>Sign:</p>			
<p>Date:</p>		<p>Date:</p>		<p>Date:</p>			

Notes: 1. This sheet replaces the bill and advice for credit to contractors. 2. This word 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'S SIGNATURE** and Netia (for GHT + GMR), Sachin (for Vivopolis), 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. 10. **NOTES WITH PROJECT'S MAIN ACCOUNTS** 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).





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