

Aux B – Work Completion Report

Company		MRMLLP		Name of contractor		Malleshham		Sl. No. site bills reg.		4256 4272	
Project/site		GMR		Nature of work		Cleaning work		Dt. site bills reg.		23-11-2025	
Block no.		E Block		Work done from date		10-10-2024		M-code bill ID.			
WO no.				Contractor bill no.		15-11-2024		WO issued ?			
WO date								GST bill required?			
Sl. No.	Unit/floorno	Details of work		Qty	Units	Rate ID	Rate	Amount			
1.	E Block	Deep Cleaning work at Corridors									
2.		1st floor, 2nd floor, 3rd floor		9.270	Sq	CL118	2.5	23,175			
3.											
4.											
5.											
6.											
7.											
8.											
9.											
10.											
								Total	23,175		

Remarks:

Approved by project manager		Approved by QS team		Approved by Director/E&D team	
Sign:		Sign:		Sign:	
Date:		Date:		Date:	



Notes: 1. This bill is for 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 any QS team member may sign and in place of director sign of respective E&D member to be taken. 7. Director include – Soham, Arundh, Meha (for GH + G&D team) and 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 contractors bill). 10. Contractors to send scanned copy of bill to soham@mrmlp.com and Kumar (for NGH + NRK). 11. Contractors must submit original bills at HO (can be sent by email).

ESTIMATE SHEET							
Company Name:		MRGM LLP					
Project:		GMR					
Work Description:		Cleaning					
Contractor Name:		E.Mallesham					
Date:		23.12.25					
S.No.	Item Head	Item Description	Quantity	Units	Rate	Amount	Grand Total
1	E block	Deep Cleaning at Corridors	9270	Sft	2.5	23175	
						Total	23175
	Amount in words :- Twenty three Thousand one Hundred and seventy five Rupees Only						

Bill for Consumables

Mallesham
Mallapur.
Hyderabad

Date:18-12-2025

In favor of: MRGMLLP
Project / Site: GMR
Location: Mallapur
Type of Work: Cleaning works
Towards: Consumables.

S No.	Description	Amount
1.	Brief description of work done: Towards Deep cleaning at E block Corridors work purpose. Total amount = Rs. 23,175/- Work done from date 10-11-2025 to 26-11-2025	Rs. 4,635/-

Amount in Words: Four thousand six hundred and thirty five Rupees Only

Sign:

Bill for Equipment Allowance.

E. Mallesham

Mallapur.

Hyderabad

Date:18-12-2025

In favor of: MRGMLLP
Project / Site: GMR
Location: Mallapur
Type of Work: Cleaning works
Towards: Equipment Allowance.

S No.	Description	Amount
1.	Brief description of work done: Towards Deep cleaning at E block Corridors work purpose. Total amount = Rs. 23,175/- Work done from date 10-11-2025 to 26-11-2025	Rs. 9,270/-

Amount in Words: Nine thousand two hundred and seventy Rupees Only

Sign:

Bill for Labour Charges

E. Mallesham

Mallapur.

Hyderabad

Date:18-12-2025

In favor of: MRGMLLP
Project / Site: GMR
Location: Mallapur
Type of Work: Cleaning works
Towards: Labour Charges.

S No.	Description	Amount
1.	Brief description of work done: Towards Deep cleaning at E block Corridors work purpose. Total amount = Rs. 23,175/- Work done from date 10-11-2025 to 26-11-2025	Rs. 9,270/-

Amount in Words: Nine thousand two hundred and seventy Rupees Only

Sign:
