

Anx B – Work Completion Report

Company	MRGMLLP	Name of contractor	Mallesham	SI. No. site bills reg.	4276		
Project/site	GMR	Nature of work	Cleaning work	Dt. site bills reg.	23-12-2025		
Block no.	E Block	Work done from date	20-11-2025	M-codex bill ID.			
WO no.		10-12-2025	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	Deep cleaning inside the flats					
2.		E-102,E-303,E-505,E-404,E-406,E-407,E-504	7 Nos		CL116	3,200	22,400
3.							
4.							
5.							
6.							
7.							
8.							
9.							
10.							
Remarks:						Total	22,400
Approved by project manager	APPROVED BY 24 DEC 2025	Approved by QS team	Approved by Director/E&D team	Sign:	Sign:	Sign:	Date:
Sign:		Sign:	Sign:				
Date:		Date:	Date:				

Notes: 1. This sheet replaces ~~PROJECT MANAGER~~ 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 to ~~PROJECT~~ team or 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, Mahindra, Girish, Sharad, Sanket, Meenakshi, Bala 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 and OS by email. 11. Contractors must submit original bills at HO (can be sent by courier).

ESTIMATE SHEET

Bill for Consumables

Mallesham
Mallapur.
Hyderabad

Date:23-12-2025

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 102,303,505,404,406,407,505 work purpose. Total amount = Rs. 22,400/- Work done from date 10-11-2025 to 26-11-2025	Rs. 4,480/-

Amount in Words: Four thousand four hundred and eighty Rupees Only

Sign:

Bill for Equipment Allowance.

E. Mallesham
Mallapur.
Hyderabad

Date:23-12-2025

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-102,303,505,404,406,407,504 work purpose. Total amount = Rs. 22,400/- Work done from date 10-11-2025 to 26-11-2025	Rs. 8,960/-

Amount in Words: Eight thousand nine hundred and sixty Rupees Only.

Sign:

Bill for Labour Charges

E. Mallesham
Mallapur.
Hyderabad

Date:23-12-2025

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-102,E-303,505,404,406,407,504 work purpose. Total amount = Rs. 22,400/- Work done from date 10-11-2025 to 26-11-2025	Rs. 8,960-

Amount in Words: Eight thousand nine hundred and sixty Rupees Only

Sign:
