

Anx B – Work Completion Report

Company	NE	Name of contractor	Prince Pandey	Sl. No.	site bills reg.	1405
Project site	NE	Nature of work	Tiles	Dt. site bills reg.	16/12/25	
Block no.	A-Block	Work done from date	01/12/25	M-codex bill ID.		
WO no.	NA	Work done to date	12/12/25	WO issued ?	NA	
WO date	NA	Contractor bill no.		GST bill required?	No	
Sl. No.		Details of work	Qty	Units	Rate ID	Rate
1	V No - 148 - 915 Sft - BB1	Flooring work for BB1 - 72% of SBUA	658.80	Sft	TF186+TF187	20/-
2	Tiles Flooring work - Skirting work for BB1 - 20% of SBUA	915sft	183.00	Rft	TF186+TF187	20/-
3	4' x 2' Vitrified Tiles	915sft				3,660/-
4	Toilets		360.00	Sft	TF 180	18/-
5	Kitchen and Utility		120.00	Sft	TF 183	15/-
6						1,800/-
7						
8						
9						
10						
					Total	25,116/-

Remarks:

Approved by project manager

Sign:

Date:

Approved by QS team

Sign:

Date:

Approved by Director/E&D team

Sign:

Date:

Notes: 1. This sheet is for record and add 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. detail 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 Vivapolis), 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 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).

**APPROVED BY**  
G. VIJAY RAJ  
PROJECT MANAGER

ESTIMATE SHEET		Prepared by:	Vijay Raj					
Company Name:	NE							
Project:	NE							
Work Description:	Vitrified Tiles 4' x 2' Laying work in Vno - 148							
Contractor Name:	Prince Pandey							
Date:	19-11-2025							
S.No.	Item Head	Item Description	Quantity	Units	Rate ID	Rate	Amount	Grand Total
	Vitrified Tiles 4' x 2' Laying work in Vno - 148							
1	V No - 148 - 915 Sqft - BB1	Flooring work for BB1 - 72% of SBUA 915sqft	658.80	Sft	TF 186 + TF187	20.00	13,176.00	
	Tiles Flooring work - 4' x 2' Vitrified Tiles	Skirting work for BB1 - 20% of SBUA 915sqft	183.00	Rft	TF 186 + TF187	20.00	3,660.00	
		Toilets	360.00	Sft	TF180	18.00	6,480.00	
		Kitchen and Utility	120.00	Sft	TF183	15.00	1,800.00	
		Total Amount					25,116.00	
	Amount in words :- Twenty Five Thousand One Hundred and Sixteen Rupees Only							

ASUREMENT SHEET

Company Name: \_\_\_\_\_

## Work Description:

Contractor Name: \_\_\_\_\_

Date: \_\_\_\_\_

2000

111

S.No

Vitrified

Bill for Labour Charges

Prince Pandey,  
H.No - 325, Balaji Nagar  
Hyderabad.

Date: 19.11.2025.

**In favor of:** NE.  
**Project / Site:** NE.  
**Location:** Rampally.  
**Type of Work:** Tile Works.  
**Towards:** Labour Charges

S No.	Description	Amount
1.	Brief description of work done: Towards Completion of Vitrified Tiles 4' x 2' Laying work in Vno - 148. Total Amount = 25,116/- Work done from date 01.11.2025 to 18.11.2025	Rs. 10,046/-

Amount in words: Ten Thousand and Forty Six Rupees Only.

Sign: \_\_\_\_\_

## Bill for Equipment Allowance

Prince Pandey,  
H.No - 325, Balaji Nagar  
Hyderabad

Date: 19.11.2025.

**In favor of:** NE.  
**Project / Site:** NE.  
**Location:** Rampally.  
**Type of Work:** Tile Works  
**Towards:** Allowance for Equipment

S No.	Description	Amount
1.	Brief description of work done: Towards Completion of Vitrified Tiles 4' x 2' Laying work in Vno - 148. Total Amount = 25,116/- Work done from date 01.11.2025 to 18.11.2025	Rs. 10,046/-

Amount in words: Ten Thousand and Forty Six Rupees Only.

Sign: \_\_\_\_\_

## Bill for Consumables

Prince Pandey,  
H.No - 325, Balaji Nagar  
Hyderabad

Date: 19.11.2025.

**In favor of:** NE.  
**Project / Site:** NE.  
**Location:** Rampally.  
**Type of Work:** Tile Works.  
**Towards:** Allowance for Consumables

S No.	Description	Amount
1.	Brief description of work done: Towards Completion of Vitrified Tiles 4' x 2' Laying work in Vno - 148. Total Amount = 25,116/- Work done from date 01.11.2025 to 18.11.2025	Rs. 5,024/-

Amount in words: Five Thousand and Twenty Four Rupees Only.

Sign: \_\_\_\_\_