

Anx B – Work Completion Report

Total amount including taxes for work done

12 735

Remarks:

Approved by project manager

Approved by OS team

Approved by Director/E&D team

Sign:

Sign:

Sijoum

Date:

Sign:

Sign

Notes 1. This sheet replaces installation report and advice note sent 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 1k any QS manager sign off is mandatory. 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 VVOpCo), Anand Mehta (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).

MEASUREMENT SHEET									
Company Name:		Manilal Modi Memorial		Approved by:		Sai kumar Reddy			
Project:	MCMET		Sign:						
Work Description :	Painting		Work start date:		09-12-2025				
Contractor:	M.Vijayalaxmi		Work end date:		15-12-2025				
Prepared By:	K.Praveen		Date :		30-12-2025				
S No.	Item Head	Item Description	A Length	B Width	C Height	D No's	E=AxBxCxD Quantity	F units	G= Sum of F Item Head Total
	MCMET-1st floor south side								
1	Consultation room-1 confirence room	putty+primer+ 1 coat paint	54.00	1.00	9.00	1.00	486.00	sft	
2	Consultation room-2-site office	putty+primer+ 1 coat paint	54.00	1.00	9.00	1.00	486.00	sft	
3	Consultation room-3-sales office	putty+primer+ 1 coat paint	45.00	1.00	9.00	1.00	405.00	sft	
	Deductions	doors.windows	1.00	3.00	7.00	3.00	-63.00	sft	
			1.00	6.00	4.00	3.00	-72.00	sft	
									1242.00
	3 rooms doors	Primer+ 1 coat paint	1.00	3.00	7.00	3.00	63.00	sft	63.00

ESTIMATE SHEET							Approved By	
Company Name:	Manilal Modi Memorial						Sai kumar	
Project:	MCMET							
Work Description:	Painting							
Prepared By	Praveen.K							
Bill Date:	30-12-2025							
S No.	Item Head	Item Description	Quantity	Units	Rate	Amount	Item Head Total	Remarks
	MCMET-1st floor south side							
1	Consultation rooms for office doors	putty+primer+ 1 coat paint Primer+ 1 coat paint	1242.00 63.00	sft	9.98 5.4	12395.16 340.20		
							12,735.36	

Labour Charges
M.Vijayalaxmi
MUHARPALLY
Hyderabad

Date: 30-12-2025

In favor of : Manilal Modi Memorial

Project/Site: MCMET

Location: MUHARPALLY

Type of Work: Painting

Towards : Labour Charges

S.No.	Description	Amount
1	Breif discription of work: Towards painting work for new office	5,094.00
	Total amount: 12,735.00	

Amount in words: Five thousand ninty four rupees only/-

Sign: _____

Allowance For Consumables
M.Vijayalaxmi
MUHARPALLY
Hyderabad

Date: 30-12-2025

In favor of : Manilal Modi Memorial
Project/Site: MCMET
Location: MUHARPALLY

Type of Work: Painting

Towards Allowance For Consumables

S.No.	Description	Amount
1	Breif description of work: Towards painting work for new office	2,547.00
	Total amount: 12,735.00	

Amount in Words: Two thousand five hundrde fourty seven rupees only/-

Sign: _____

Allowance For Equipment
M.Vijayalaxmi
MUHARPALLY
Hyderabad

Date: 30-12-2025

In favor of : Manilal Modi Memorial

Project/Site: MCMET

Location: MUHARPALLY

Type of Work: Painting

Towards : Allowance For Equipment

S.No.	Discription	Amount
1	Breif description of work: Towards painting work for new office	5,094.00
	Total amount: 12,735.00	

Amount in Word: Five thousand ninety four rupees only/-

Sign: _____