

Anx B - Work Completion Report

Anx B – Work Completion Report							
Company	RJK						
Project/site	GREENS						
Block no.	NATURE OF CONTRACTOR						
WO no.	KAILASH PANDEY						
WO date	SL. NO. SITE BILLS REG.						
Sl. No.	Unit/floor no	Details of work	Qty	Units	Rate ID	Rate	Amount
1	GROUND	PLASTERING WORK FOR OLD BATHROOM AT EAST AD	1404.00	SFT	CW130	16.00	22,464
2	FLOOR	WEST WING					
3							
4							
5							
6							
7							
8							
9							
10							
Total amount including taxes for work done						Total	31,600
Add GST @ 18.00%							5,688
Remarks:		Approved by project manager					
S. K. J.		Approved by QS team					
Sign:		Approved by Director/E&D team					
Date:		Sign:					
Date:		Sign:					

Notes: 1. This sheet replaces installation report 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 include – Soham, Anand Mehta (for GHT + GMR), Sachin (for Vivapolis), B. anandKumar (for NGH + NRR). 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 HQ (can be sent by courier).

ESTIMATE SHEET							Approved by:	
Company Name:	RJK							
Project:	GREENS TOWERS							
Work Description:	Civil work							
Prepared By	SAIKRISHNA							
Date:	16-12-2025							
S No.	Item Head	Item Description	Quantity	Units	Rate	Amount	Item Head Total	Remarks
	Ground floor	plastering work done	1404.00	Sft	16	22,464	22,464	
	First floor	plastering work done	571.00	Sft	16	9,136	9,136	
							Total	31,600

REMENT SHEET

111

Company Name:

Project:

Work Description

Contractor.

Contract.

Prepared By:

10

111

S No.

Ground

100

1

104

east wi-

23

1

1

First (

1

11

east w

100

114