PURCHASE DIVISION,
Advice for approval for credit to contractor

te:	15/06/2020	Prepared by:	T.D. Murthy
O no.	61750	WO date.	24/09/2019
ontractor Name	Purnima Mosaic Tiles	WO amount – A	Rs. 1,89,036/-
rm/Company	Villa Orchid LLP	Project name	Villa Orchid
ature of work	Parking tiles		
'illa/flat/block no.	186,182,117,201,202,224,16,187 to 191 & 112.		
Request for payment date	07/03/2020	Request for payment amount – B	Rs. 58,417/-
GST on bills – C	Rs. 10,515/-	Total D = B + C	Rs. 68,932/-
Work done from	01/12/2019	Work done to	18/12/2019
Sl. No	Bill No.	Bill date	Bill amount
1.	1517	09/05/2020	Rs. 68,932/-
2.	-	-	-
3.	-	-	-
4.	-	-	-
		Amount E - Bills total	Rs. 68,932/-
Amount F - Voucher payment amount F (D-E) – 40% labour charges, 40% allowance for consumables and 20% transport charges – or as per guidelines			-
Amount G - Other Credits :			-
Amount H - Other Debits :			-
Amount I - to be credited to the contractor (E+F+G-H)			Rs. 68,932/-
Amount J – Difference A-B (should be nil)			Rs. 1,30,619/-
Amount K – Difference D-E-F (should be nil)			-

Quantity received as per WO	□ Yes □ Excess received □ Short received ☑ Explained below
Difference between A & B acceptable	☑ Yes □ No (explained below)
Excess / short material received	☑ Approved - within acceptable limits □ No (explained below),
Close WO	□ Yes ☑ No – wait for balance material □ No (explained below)
Advance paid / PDC given (deduct when paying)	□ Yes – **Rs. /-** ☑ No
Payment – due date	**20/06/2020**

Remarks: **Above bill is for part payment. PO not closed, awaiting for balance work.**

Please check advance and release the balance payment.

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M.D.	Accounts – receiver of bill	Accountants	Accounts Manager
Sign:			APPROVED 16 JUN 2020 MINISH PARIKH MANAGER PROCUREMENT				
Date	15/6/20	15/6					

Notes: 1. In case amount to be credited to contractor and the bills total does not match prepare JV for debit or credit. 2. Attach additional sheets if quantity of bills or DCs is more than the space provided. Clearly mark the space provided with 'see attachment'. 3. Purchase Officer can approve WOs upto Rs. 5,000/-, Purchase Manager and Procurement Manager to approve all bills from 5,000/- to 1,00,000/- 4. Attach JV, Office copy of WO, DCs and bills to this advice. 5. To be approved by accounts manager if value exceeds Rs. 10,000/- 6. MD to approve all bills above Rs. 1,00,000/-

TAX INVOICE
~~CASH~~ / CREDIT

Mobile : 9849195298

State code: 36

PURNIMA MOSAIC TILES

Sy. No. 843/A, Near Check Post, Medchal, R.R. Dist - 501 401.

To, VILLA ORCHIDS LLP.
KOWKUR, SEC BAD.
GST.No - 36AANFG4817C1ZH

No. 1517

Date 09/05/20

S.No.	PARTICULARS	QTY.	Rate	Amount Rs.	P.
1	Parking Tiles 13"x13" V.No - 201, 202, 204, 16, V.No - 187 to 191, 112 RAMPS	1466 SFT	27/-	39582	00
2	Pavers Block 8"x4" V.No - 186, 182, 117	570.78 SFT	33/-	18,835	74
	Rs 68,932/-				
			Total	58,417	-
		SGST	~~Total~~ 9%	5257	53
		CGST	~~VAT@~~ 9 %	5257	53
	GST No.36AEPPP5661P1ZI TIN: 36593591244		G. Total	68,932	00

MANDI PROPERTIES PVT. LTD. * SEC'BAD *
INWARD
No. 6595
Date 3/6/20
Sign.

For PURNIMA MOSAIC TILES

Receiver's Signature

id: 57581 to 57588

Construction division.
Advice for giving credit to contractors/suppliers.

Sl. No. – site bills register	10903	Date - site bills Register	07/03/2020
Company Name:	VOC (LLP)	Site:	VOC
Name of Contractor	Purnima Mosaic tiles		
Nature of work	parking tiles		
Work done	From Date 01/12/2019	To Date	18/12/2019

Sl. No.	Villa/Flat/block no.	Qty.	Rate	Units	Amount	Contractors bill no
1.	portico					
2.	186	310	33	sft	10230	
3.	182	72.15	33	sft	2380.95	
4.	117	188.63	33	sft	6224.75	
5.	parking tile					
6.	201	263	27	sft	7101	
7.	202	263	27	sft	7101	
8.	224	263	27	sft	7101	
9.	16	263	27	sft	7101	
10.	187 to 191 & 112	414	27	sft	11178	
11.	Total:				58,417/-	

Bill required	☐ YES ☐ NO.	GST bill required	☑ YES ☐ NO.
Measurement & estimate sheet:	☐ Required ☐ Not required	Measurement & estimate sheet:	☑ Enclosed ☐ Not enclosed
PO/WO no.		PO/WO date:	

Remarks :

Approved by Project Manager	Approved by Design Team	Approved by M.D.
Date: 07/03/2020	Date: 07/03/2020	Date:
Sign:	Sign: Naveen Kumar	Sign:

Notes: 1. This advice must be sent within 7 days of completing work. 2. This form can be used for certifying labour bills, bills for hire charges, earth work, turnkey civil contractors. 3. Wherever not applicable – fill NA. 4. Estimate and measurement sheets are not required for turnkey jobs where guideline rates are clearly given.

APPROVED BY
07 MAR 2020
SOHAM MODI
MANAGING DIRECTOR

07 MAR 2020
A. SURESH
PROJECT MANAGER

MEASUREMENT SHEET										
Company Name:		Villa orchids LLP								
Project:		Villa Orchids					Approved by:			
Work Description:		Parking tile & pavours supplied material villas details					Sign:			
Prepared By		A Suresh								
Name of the Contractor		Purnima mosaic tiles								
Date:		27.12.19								
			A	B	C	D	E=AxBxCxD	F	G=Sum of E	
S No.	Item Head	Item Description	Length	Width	Height	Nos.	Quantity	Units	Item Head Total	Remarks
A	Parking tiles									
1	V.No : 201	Portico area	263.00	1.00	1.00	1.00	263.00	Sft	263.00	
2	v.no 202	Portico area	263.00	1.00	1.00	1.00	263.00	Sft	263.00	
3	v.no 224	Portico area	263.00	1.00	1.00	1.00	263.00	Sft	263.00	
4	v.no 16	Portico area	263.00	1.00	1.00	1.00	263.00	sft	263.00	
5	V.no 187 to 191	Ramp area	6.00	11.5	1.00	6.00	414.00	Sft	414.00	
	& 112									
	Pavours									
1	V.No : 186	North side	27.00	1.00	4.81	1.00	129.87	Sft		
		West side	24.00	1.00	4.50	1.00	108.00	Sft		
2	v.no 182	west side	15.00	1.00	4.81	1.00	72.15	Sft	310.02	
									72.15	
3	v.no 117	North side	23.00	1.00	4.81	1.00	110.63			
		West side	24.00	1.00	3.25	1.00	78.00	Sft	188.63	

APPROVED BY
27 DEC 2019
A. SURESH
PROJECT MANAGER

APPROVED BY
07 MAR 2020
A. SURESH
PROJECT MANAGER

ESTIMATE SHEET								
Company Name:		Villa orchids LLP						
Project:		Voc			w.no : 61750		21.09.19	
Work Description:		Parking tile & pavours laid work done			Work done from date		01.12.19	
Prepared By		A Suresh			work done to date		18.12.19	
Name of the Contractor		Purnima mosaic tiles			Approved by:			
Date:		27.12.19			Sign:			
S No.	Item Head	Item Description	Quantity	Units	Rate	Amount	Item Head Total	Remarks
1	V.No 201	Parking tiles	263.00	Sft	27.00	7,101.00		
	V.No 202	Parking tile	263.00	Sft	27.00	7,101.00		
	V.No 224	Parking tile	263.00	Sft	27.00	7,101.00		
	V.No 16	Parking tile	263.00	Sft	27.00	7,101.00		
	V.no 187 to 191	Ramps laying work	414.00	Sft	27.00	11,178.00		
	&112	Parking tile				39,582.00		
2	V.No 186	Pavours	310.00	Sft	33.00	10,230.00		
	V.no 182	Pavours	72.15	Sft	33.00	2,380.95		
	V.no 117	Pavours	188.63	Sft	33.00	6,224.79		
						18,835.74		
							58,417.74	

APPROVED BY
27 DEC 2019
A. SURESH
PROJECT MANAGER

APPROVED BY
07 MAR 2020
A. SURESH
PROJECT MANAGER

07/03/2020
Nanekumar

Purchase Order

61750
19.09.19 11:45:12

 24-09-2019 16:21:43

From Company : **Villa Orchids LLP**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AANFG4817C1ZH

Supplier Details

Purnima Mosaic Tiles
Sy.No. 843/A, Near Check Post, Medchal, R.R.Dist. 501 401

GSTIN 36AEPPP5661P1ZI NA
27531972 9849195298

Doc No	61750	62941
Doc Date	24-09-2019	
Quote No	Nil	
Quote Date	31-07-2018	
SupplyType	Supply And Installation	

Kind Attn : Bharat Patel

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 8529 - Stone - other - Pavers - Other - Sft. *8" x 4" x 55mm*	2,200.00	41.00	0.00	18.00	106,436.00
2 9027 - Tiles - Cement floor - 13 In x13 In - sft *Parking desighner tiles - 20mm to 25mm thick*	2,000.00	35.00	0.00	18.00	82,600.00
		Total Order Value . . .			**189,036.00**

Rupees : One Lakh(s) Eighty Nine Thousand Thirty Six Only.

Terms and Conditions :-

Specification / Brand	Circular no. 841(c), As per approved guideline rates by MD on dtd. 31/07/2018.
Payment Terms	50% at the time of releasing PO/WO and balance on completed work.
Tax	All taxes included in above price.
Delivery Date	Within 7days
Delivery Location	Vilas Orchids Behind: Janapriya, Kowkur. Phone. 9502232100/9502266233
Penality For Delay	*Bills must be submitted to H.O. within 30days of completion of work. 10% plty on value of order will be deducted for delay in submission of bills.
Transportation Cost	Included in the above price
Warranty	Nil
Advance Paid	Rs. 94,518/- advance to be pay vide cheque no. , dtd.
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for Villa no. 201,202,225,100,101,107,03 136 224 & 210.
Completion Date	Work shall be completed within 4days from the date of the work order.
Measurment	Payment will be made as per measurement of laid and fixed material. Wastage at suppliers cost.
Security	Supplier shall be responsible for security and storage of material at site at its risk and cost.
Remarks	

For *Villa Orchids LLP*
Authorised Signatory

Name : 24/09/19

Accepted the above Terms And Conditions
For *Purnima Mosaic Tiles*

Name : ______

Date : ______

Purchase Order

 21-09-2019 12:18:29

Original / Office Copy / Purchase Div.Copy

From Company : **Villa Orchids LLP**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AANFG4817C1ZH

Draft PO for Approval

Supplier Details			
Purnima Mosaic Tiles Sy.No. 843/A, Near Check Post, Medchal, R.R.Dist. 501 401	**Doc No**	61750	62941
	Doc Date	21-09-2019	
	Quote No	Nil	
GSTIN 36AEPPP5661P1ZI NA	**Quote Date**	31-07-2018	
27531972 9849195298	**SupplyType**	Supply And Installation	

Kind Attn : Bharat Patel

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Transportation Cost	Included in the above price
Warranty	Nil
Advance Paid	Rs. 94,518/- advance to be pay vide cheque no. , dtd.
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for Villa no. 201,202,225,100,101,107,08,186,224 & 210.
Completion Date	Work shall be completed within 4days from the date of the work order.
Measurment	Payment will be made as per measurement of laid and fixed material. Wastage at suppliers cost.
Security	Supplier shall be responsible for security and storage of material at site at its risk and cost.
Remarks	

21/09/19.

APPROVED FOR CONS
21 SEP 2019
SOHAM MODI
MANAGING DIRE

For *Villa Orchids LLP*

Authorised Signatory

Draft PO for Approval

Accepted the above Terms And Conditions

For *Purnima Mosaic Tiles*

Name : ____________

Name : ____________

Date : __/__/____

61750

Requisition Form - SS Railing							
Company	Villa orchids LLP	Site & Phase		Voc			
Req. no.	62941	Req. Date		21.09.19			
Material required before	29.09.19	ID no.					
Prepared by:	A Suresh	Approved by (sign):		51824			
Flat / Block no:	(201,202,225,100&101 & 107 & 08&186 & 224 & 210)						
Name of the supplier	Puurnima mosaic tiles						
Type B2 1940 Sft 3BHK Order Value:	10 Villas						
Type B 1585Sft 3BHK Order Value:	Villas						

S No.	Item Description	Units	Qty required for Type C2 & C1 1820 Sft3BHK Villa	Qty required for Type d11585 Sft 3BHK villa	Qty required for Type B2 1940Sft3BHK Villa	Qty required for Type d11585 Sft 3BHK villa	Quantity required	Qty Available at site	Balance Qty to be ordered	Quantity in sft	Inward No	Date
1	Parking tile	Sft	200		200		200	-	2,000	2,000.0		
2	Pavours	Sft	220		220		220	-	2,200	2,200.0		
	Total							-	2,000	4,200.0		
	Note : Please issue the work order											

APPROVED FOR CON...

21 SEP 2019

SOMAM MODI
MANAGING DIREC...