PURCHASE DIVISION,
Advice for approval for credit to contractor

Date:	24/06/2020	Prepared by:	T.D. Murthy
WO no.	-	WO date.	-
Contractor Name	Vidya Shankar V.	WO amount – A	-
Firm/Company	Serene Constructions LLP	Project name	Serene Farms
Nature of work	Painting Work		
Villa/flat/block no.	2		
Request for payment date	19/06/2020	Request for payment amount – B	Rs. 46,822/-
GST on bills – C	Rs. 8,428/-	Total D = B + C	Rs. 55,250/-
Work done from	11/06/2020	Work done to	17/06/2020
Sl. No	Bill No.	Bill date	Bill amount
1.	59	19/06/2020	Rs. 55,250/-
2.	-	-	-
3.	-	-	-
4.	-	-	-
		Amount E - Bills total	Rs. 55,250/-
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. 55,250/-
Amount J – Difference A-B (should be nil)			-
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	**27/06/2020**		
Remarks: **No work order for above painting work. Pleased consider the bill for processing.**			

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M.D.	Accounts – receiver of bill	Accountants	Accounts Manager
Sign:			APPROVED MINISH PARIKH MANAGER PROCUREMENT				
Date	24/06/2020	24/6/20	24 JUN 2020				

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

id: 4105

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

Sl. No. – site bills register	01		Date - site bills Register		19-06-20		
Company Name:	SELLP		Site:		Seven farm		
Name of Contractor	Vidya Shankar						
Nature of work	False ceilling						
Work done	From Date	11-06-20		To Date	17-06-20		
Sl. No.	Villa/Flat/block no.	Qty.	Rate	Units	Amount	Contractors bill no	
1.	Villa - 02	1123.71	41		46,072		
2.	Hole	30	25		750		
3.							
4.							
5.							
6.							
7.							
8.							
9.							
10.							
11.	Total:				46,822/-		

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 : Work Completed			

Approved by Project Manager	Approved by Design Team	Approved by M.D.
Date: 19 - 06 - 20	Date: 19/06/2020	Date:
Sign: Syed [illegible] Sarwar	Sign: Naren Kural.	Sign:

APPROVED BY
19 JUN 2020
SOHAM MODI
MANAGING DIRECTOR

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.

ESTIMATE						
COMPANY NAME		SERENE CONSTRUCTION LLP	APPROVED BY			
PROJECT		SERENE FARMS	SIGN:			
WORK DISCRIPTION		FALSE CEILING				
PREPARED BY		SYED GOLAM SARWAR				
DATE		19-06-2020				
CONTRACTOR NAME		VIDYA SHANKAR				
SL NO	ITEM HEAD	ITEM DISCRIPTION	QUANTITY	UNITS	RATE	AMOUNT
1	VILLA 2	FALSE CEILING WORK	1123.714	SFT/RFT	41	46,072
		Hole cutting for LED light	30	nos	25	750
					Total	**46,822**

MEASUREMENT SHEET								
COMPANY NAME		SERENE CONSTRUCTION LLP	APPROVED BY					
PROJECT		SERENE FARMS	SIGN:					
WORK DISCRIPTION		FALSE CEILING						
PREPARED BY		SYED GOLAM SARWAR						
DATE		19-06-2020						
CONTRACTOR NAME		VIDYA SHANKAR						
			A	B	C	D	E=AxBxCxD	F
SL NO	ITEM HEAD	ITEM DISCRIPTION	LENGTH	WIDTH	HEIGHT	NOS	QUANTITY	UNITS
1	VILLA 2	FALSE CEILING WORK						
		Hall	15	12	1	1	180	sft
		patti	11	1	1	2	22	rft
			8	1	1	8	64	rft
		kitchen	10.66	7.5	1	1	79.95	sft
		patti	6.83	1	1	2	13.66	rft
			3.5	1	1	2	7	rft
		Dining	12	13.5	1	1	162	sft
		patti	8	1	1	2	16	rft
			3	1	1	4	12	rft
		passage	6	4	1	1	24	sft
		patti	2.5	1	1	16	40	rft
		M bedroom	16	13.56	1	1	216.96	sft
		patti	9.5	1	1	6	57	rft
			7.5	1	1	2	15	rft
			2	1	1	4	8	rft
			5	1	1	2	10	rft
			3	1	1	4	12	rft
		2nd Bebroom	10.916	12	1	1	130.992	sft
			2.5	1	1	16	40	rft
			3.66	1	1	2	7.32	rft
			2.916	1	1	2	5.832	rft
						Total	**1123.714**	sft/rft
2	Hole	Hole cutting for LED light	1	1	1	30	30	nos

APPROVED BY

19 JUN 2020

M. Naveen kumar
Asst. Engineer

Naveen Kumar

GSTIN:36AEKPV0495G1~~CD~~ Z2 **TAX INVOICE** Cell : 9246889529

VIDYA SHANKAR V.

INTERIORS

Plot No. 171, Shree Krishna Nagar Colony, Beside Venkata Sai Nagar,
Chengicherla, Boduppal, Hyderabad - 500 039, Telangana.
E-mail : vidyashankar3256@gmail.com

M/s. : - Serene Constructions LLP

Invoice No.: 59 Date - 19/6/20

D.C. No.________ Date________

P.O. No.________ Date________

Party GSTIN: 36ACVFS7909P1ZV

Despatch Through________

S. No.	DESCRIPTION	HSN Code	Qty	Rate	Amount Rs.	Ps.
1	False Ceiling work Villa No 2		Sft 1123.71	41/-	46,072	
2.	Hols		No 30	25/-	750	

MODI PROPERTIES PVT. LTD. ★ SEC'BAD ★
INWARD
No: 66736
Date:
Sign: 24/6/20

Rupees In Words : Fifty five Thousend Two Handred and Fifty only

TOTAL	46822=00
SGST @ 9 %	4214
CGST @ 9 %	4214
IGST @ %	
GRAND TOTAL	55250/-00

For VIDYA SHANKAR V.

Vidyashankar

Authorised Signature

Receiver's Signature

Declaration :

1. Goods once sold will not be taken back.
2. Any Dispute is Subject to Hyderabad Jurisdiction only