PURCHASE DIVISION,
Advice for approval for credit to contractor

Date:	23/06/2020	Prepared by:	T.D. Murthy
WO no.	-	WO date.	-
Contractor Name	N. Sharada Paints	WO amount – A	-
Firm/Company	Villa Orchid LLP	Project name	Villa Orchid
Nature of work	Painting Work		
Villa/flat/block no.	221,282,283,284,286,212 & 117.		
Request for payment date	11/06/2020	Request for payment amount – B	Rs. 2,12,940/-
GST on bills – C	Rs. 12,776/-	Total D = B + C	Rs. 2,25,716/-
Work done from	20/05/2020	Work done to	11/06/2020
Sl. No	Bill No.	Bill date	Bill amount
1.	016	23/06/2020	Rs. 2,25,716/-
2.	-	-	-
3.	-	-	-
4.	-	-	-
		Amount E - Bills total	Rs. 2,25,716/-
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. 2,25,716/-
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:							
Date	23/6	23/6	23/06/2020				

APPROVED BY
24 JUN 2020
SHYAM MODI
MANAGING DIRECTOR

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/-

id: 6675 - 6681

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

Sl. No. – site bills register	10964	Date - site bills Register	11/06/2020
Company Name:	VOC – LLP	Site:	VOC
Name of Contractor	N. SHALDHA		
Nature of work	painting work		
Work done	From Date 20/05/2020	To Date	11/06/2020

Sl. No.	Villa/Flat/block no.	Qty.	Rate	Units	Amount	Contractors bill no
1.	221	1820	18	sft	32760	
2.	282	1820	18	sft	32760	
3.	283	1820	18	sft	32760	
4.	284	1820	18	sft	32760	
5.	286	1820	18	sft	32760	
6.	212	1820	13.5	sft	24570	
7.	117	1820	13.5	sft	24570	~~[illegible]~~ Rotaed
8.						
9.						
10.						
11.	Total:				2,12,940/-	

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 FOR CONSTRUCTION

Approved by Project Manager	Approved by Design Team	Approved by M.D.
Date: 11/06/2020	Date: 12/06/2020	Date: 12 JUN 2020
Sign:	Sign:	Sign: SOHAM MODI MANAGING DIRECTOR

Notes. 1. This advice must be [illegible] 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
11 JUN 2020
A. SURESH
PROJECT MANAGER

Scanned with CamScanner

Measurement Sheet										
Company Name:		Villa Orchids LLP								
Project:		Villa Orchids								
Description :		Painting stage work done Villas Details								
Prepared By:		A Suresh								
Date :		11-06-2020								
Name of the Contractor :		N Shardha								
A			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
1	V.No 221	Stage I & II work	1820.0	1.0	1.0	1.0	1820.0	Sft	1820.0	
2	V.No 282	Stage I & II work	1820.0	1.0	1.0	1.0	1820.0	Sft	1820.0	
3	V.No 283	Stage I & II work	1820.0	1.0	1.0	1.0	1820.0	Sft	1820.0	
4	V.No 284	Stage I & II work	1820.0	1.0	1.0	1.0	1820.0	Sft	1820.0	
5	V.No 286	Stage I & II work	1820.0	1.0	1.0	1.0	1820.0	Sft	1820.0	
6	V.No 212	Stage III work	1820.0	1.0	1.0	1.0	1820.0	Sft	1820.0	
7	V.No 117	Stage III work	1820.0	1.0	1.0	1.0	1820.0	Sft	1820.0	

APPROVED BY

11 JUN 2020

A. SURESH
PROJECT MANAGER

Estimate Sheet							
Company Name:		Villa orchids LLP					
Project:		Villa Orchids				Approved by:	
work description:		Painting work done villas details				Sign:	
Prepared By :		A Suresh				work start date	20 May 2020
Contractor Name :		N Shardha				work end date	11 June 2020
Date:		11 June 2020					
		A		C	D=AxC	E=Sum of D	
S No.	Item Description	Quantity	Units	Rate	Amount	Item Head Total	Remarks
1	Villa no 221	1,820	Sft	18	32,760		
2	Villa no 282	1,820	Sft	18	32,760		
3	Villa no 283	1,820	Sft	18	32,760		
4	Villa no 284	1,820	Sft	18	32,760		
5	Villa no 286	1,820.00	Sft	18	32,760		
6	Villa no 212	1820	**Sft**	14	24,570		
7	Villa no 117	1820	Sft	14	24,570		
						2,12,940	

APPROVED BY
11 JUN 2020
A. SURESH
PROJECT MANAGER

Naveenkumar
12/06/2020.

PAN NO. BDWPN0356G

✆ : 9912517701

N. SHARADA PAINTS

Plot No. 83, Nehru Nagar, Jammigadda, Kushaiguda, Kapra, Hyderabad-500 062 Telangana

Invoice No. 016

INVOICE

Date : 23/6/20.

Name Villa Orchid LLP

~~Address~~ GSTIN: 36AANFG4817C1Z4.

Sl. No.	Name of Product	Qty.	Rate	AMOUNT Rs.	Ps.
1.	Painting work done @ V.No: 271, 282, 283, 284, 286, 212 of 117	1 L.S.	–	2,25,716	40
		TOTAL		2,25,716	40

MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No: 6666 Date: 23/6/20 Sign:

Rupees in words Two lakhs twenty five thousand seven hundred and sixteen only.

For N. SHARADA PAINTS

Sharada

Authorised Signature

Terms & Conditions :
Goods once sold will not be taken back.

PURCHASE DIVISION,
Advice for approval for credit to contractor

Date:	24/06/2020	Prepared by:	T.D. Murthy
WO no.	-	WO date.	-
Contractor Name	Bohini Basappa	WO amount – A	-
Firm/Company	Silver Oak Villas LLP	Project name	SOV - IX
Nature of work	Painting Work		
Villa/flat/block no.	Swimming pool compound wall, changing room, balancing tank and grills, gates.		
Request for payment date	18/06/2020	Request for payment amount – B	Rs. 26,732/-
GST on bills – C	Rs. 4,812/-	Total D = B + C	Rs. 31,544/-
Work done from	-	Work done to	-
Sl. No	Bill No.	Bill date	Bill amount
1.	152	24/06/2020	Rs. 31,544/-
2.	-	-	-
3.	-	-	-
4.	-	-	-
		Amount E - Bills total	Rs. 31,544/-
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. 31,544/-
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:	[signature]	[signature]	[signature] APPROVED 24 JUN 2020 MINISH PARIKH MANAGER PROCUREMENT				
Date	24/6/20	24/6					

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/-

GSTIN : 36ARYPB7461M1Z0

TAX INVOICE

Cell : 9177986028
8328000681

BOHINI BASAPPA

3-1-117/3/A, Chandiya Nagar, Mallapur, Hyderabad - 500 076.

Name : Silver Oak Villas LLP

Address :

GST IN : 36ADBFS3288A2Z7 State T.S. Code 36

Invoice No. 152

Invoice Date : 24/6/20

Order No. / D.C. No.

Place of Supply :

S. No.	HSN Code	PARTICULARS	Quantity	Rate	Amount Rs.	Ps.
1	9701	Painting work done @ Swimming	1	–	26,732	00
2		Pool C. Wall, Changing room. bal.	L.S.			
3		Tank of Grills, Gate				
4						
5						
6						
7						
8						
9						
10						
11						

MODI PROPERTIES PVT. LTD. INWARD No: 66787 Date: 24/6/20 Sign: SEC'BAD

SUB TOTAL	26,732	00
DISCOUNT	–	
Net Sale Value	26,732	00
Add : CGST 9 %	2405	88
Add : SGST 9 %	2405	88
Add : IGST %	–	
GRAND TOTAL	31,543	76

Total invoice amount in words : Thirty one thousand five hundred and forty three only

Mode of Payment : Cash / Cheque No.

Bank Date

Bank Details

BANK NAME : HDFC BANK
ACCOUNT NO. : 01261530012666
IFSC CODE : HDFC0000126
BRANCH NAME : SAINIKPURI

Interest @ 21% will be charged for the delayed payments
Goods once sold cannot be taken back or exchanged.
Warranty claims as per company norms.
All disputes are subject toe Hyderabad Jurisdiction only.

Receiver's Signature & Stamp

For **BOHINI BASAPPA**

Basappa

Signature

ID: 7062

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

Sl. No. – site bills register	652.	Date - site bills Register	
Company Name:	SOVLLP	Site:	SOV.
Name of Contractor	Basappa.		
Nature of work	Painting.		
Work done	From Date	To Date	

Sl. No.	Villa/Flat/block no.	Qty.	Rate	Units	Amount	Contractors bill no
1.	Swimming pool	3,530	5.50	sft	19,419/-	
2.	compound wall					
3.						
4.	changing rooms	575.50	4.50	sft	2,589/-	
5.	Balancing tank					
6.						
7.	enamal paint	6201.75	7.50	sft	4,723/-	
8.	grills & gates					
9.						
10.						
11.	Total:				26,732/-	

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 :

W

Approved by Project Manager	Approved by Design Team	Approved by M.D.
Date: 17 JUN 2020	Date: 18/06/2020	Date: 18 JUN 2020
Sign:	Sign: Nagalaxmi	Sign:

APPROVED BY
K. PURSHOTHAM
ASST. PROJECT MANAGER

APPROVED BY
SOV
MANAGING DIRECTOR

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

PURCHASE DIVISION,
Advice for approval for credit to contractor

Date:	24/06/2020	Prepared by:	T.D. Murthy
WO no.	-	WO date.	-
Contractor Name	Bohini Basappa	WO amount – A	-
Firm/Company	Silver Oak Villas LLP	Project name	SOV - IX
Nature of work	Painting Work		
Villa/flat/block no.	Swimming pool compound wall, changing room, balancing tank and grills, gates.		
Request for payment date	18/06/2020	Request for payment amount – B	Rs. 26,732/-
GST on bills – C	Rs. 4,812/-	Total D = B + C	Rs. 31,544/-
Work done from	-	Work done to	-
Sl. No	Bill No.	Bill date	Bill amount
1.	152	24/06/2020	Rs. 31,544/-
2.	-	-	-
3.	-	-	-
4.	-	-	-
		Amount E - Bills total	Rs. 31,544/-
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. 31,544/-
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:	[signature]	[signature]	[signature] APPROVED 24 JUN 2020 MINISH PARIKH MANAGER PROCUREMENT				
Date	24/6/20	24/6					

Notes: 1. In case amount to be credited to contractor and the bills total does not match prepare JV for debit or credit. 2. 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 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 manager if value exceeds Rs. 10,000/- 6. MD to approve all bills above Rs. 1,00,000/-

ESTIMATE SHEET

Company Name:		Silver Oak Villas LLP					
Project:		Silver Oak Villas					
Work Description:		Swimming pool compond wall painting work					
Name of the Contractor		Basapaa					
Prepared By		J.Kiran Kumar					
Date:		12-06-2020					
S No.	Item Head	Item Description	Quantity	Units	Rate	Amount	Item Head Total
1	Swimming pool compond wall painting work (External painting work)	primar & two coats exterior emulsion paint work	3,530.75	Sft	5.50	19419.13	
2	Changing rooms&Balanceing tank (Internal painting work)	primar & two coats OBD paint	575.50	Sft	4.50	2589.75	
3	Enamal paint for grills&gates	Black Enamal paint For grills and gates	629.75	Sft	7.50	4723.13	
						TOTAL	26,732
		Amt:-Twenty Six Thousand Seventy hundred And Thirty Two Rupess only					

APPROVED BY
17 JUN 2020
K. PURSHOTHAM
ASST. PROJECT MANAGER

Nagalaxmi
18/06/2020