PURCHASE DIVISION,
Advice for approval for credit to contractor

Date:	23/06/2020	Prepared by:	T.D. Murthy
WO no.	-	WO date.	-
Contractor Name	Jyothiram Gaikwad	WO amount – A	-
Firm/Company	Silver Oak Villas LLP	Project name	SOV - IX
Nature of work	Painting Work		
Villa/flat/block no.	North side compound wall & Security room.		
Request for payment date	06/06/2020	Request for payment amount – B	Rs. 39,811/-
GST on bills – C	Rs. 7,166/-	Total D = B + C	Rs. 46,977/-
Work done from	03/03/2020	Work done to	18/03/2020
Sl. No	Bill No.	Bill date	Bill amount
1.	034	23/06/2020	Rs. 46,977/-
2.	-	-	-
3.	-	-	-
4.	-	-	-
		Amount E - Bills total	Rs. 46,977/-
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. 46,977/-
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	22/6/20	23/6					

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/-

ID! 7014

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

Sl. No. – site bills register	641	Date - site bills Register	05-06-2020
Company Name:	SOV LLP	Site:	SOV
Name of Contractor	Joythiram		
Nature of work	Painting work		
Work done	From Date 03-03-2020	To Date	18-03-2020

Sl. No.	Villa/Flat/block no.	Qty.	Rate	Units	Amount	Contractors bill no
1.	North side Compound Wall	7,403.50	4-00	sft	29614-00	
2.	Security room (Internal)	864.50	8.50	sft	7348-25	
3.	Security & Waiting room (External)	518.00	5.50	sft	2849.00	
4.						
5.						
6.						
7.						
8.						
9.						
10.						
11.	Total:				39,811-00	

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: 0 7 JUN 2020	Date: 06/06/2020	Date: 06 JUN 2020
Sign:	Sign: Nagalaxmi	Sign:

APPROVED BY K. PURSHOTHAM ASST. PROJECT MANAGER

APPROVED BY 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.

MEASUREMENT SHEET									
Company Name:		Silver Oak Villas LLP				Approved by:			
Project:		Silver Oak Villas				Sign:			
Work Description:		North Side compound wall secuirty room painting work							
Contractor Name		joythi ram							
Prepared By		J.Kiran Kumar							
Date:		20-05-2020							
S No.	Item Head	Item Description	Length	Width	Height	Nos.	Quantity	Units	Item Head Total
1	North Side compound wall	primar & one coat exterior emulsion	871.00	1.00	8.50	1.00	7403.50	Sft	
	Main gate to part-3 secuirty gate								7,403.50
2	secuirty & wating room	wating room celling	13.50	12.00	1.00	1.00	162.00	Sft	
	(internal painting work)	long walls	13.50	1.00	8.50	2.00	229.50	Sft	
	(lummpum, primer, & two coat OBD	short walls	12.00	1.00	8.50	2.00	204.00	Sft	
		Secuirty room celling	14.00	6.00	1.00	1.00	84.00	Sft	
		long walls	14.00	1.00	8.50	2.00	238.00	Sft	
		short walls	6.00	1.00	8.50	2.00	102.00	Sft	
									1019.50
	Deduction	Window	4.00	1.00	4.00	2.00	32.00	Sft	
		Window	6.00	1.00	4.00	2.00	48.00	Sft	
		Window	3.00	1.00	4.00	1.00	12.00	Sft	
		Doors	3.00	1.00	7.00	3.00	63.00	Sft	
									155.00
							Total		864.50
3	secuirty & wating room	long walls	21.00	1.00	9.50	2.00	399.00	Sft	
	(External painting work	short walls	14.00	1.00	9.50	2.00	266.00	Sft	
	(Primer two coates exterior Emulsion)								
									665.00
	Deduction	Window	4.00	1.00	3.00	2.00	24.00	Sft	
		Window	6.00	1.00	4.00	2.00	48.00	Sft	
		Window	3.00	1.00	4.00	1.00	12.00	Sft	
		Doors	3.00	1.00	7.00	3.00	63.00	Sft	
									147.00
							Total		518.00

ESTIMATE SHEET

Company Name:	Silver Oak Villas LLP
Project:	Silver Oak Villas
Work Description:	North Side compound wall secuirty room painting work
Name of the Contractor	joythi ram
Prepared By	J.Kiran Kumar
Date:	20-05-2020

S No.	Item Head	Item Description	Quantity	Units	Rate	Amount	Item Head Total
1	North Side compound wall	primar & one coat exterior emulsion	7,403.50	Sft	4.00	29614.00	
	Main gate to part-3 secuirty gate						
2	secuirty & wating room	(internal painting work)	864.50	Sft	8.50	7348.25	
		(lummpum, primer, & two coat OBD					
3	secuirty & wating room	(External painting work	518.00	Sft	5.50	2849.00	
		(Primer two coates exterior Emulsion)					
						TOTAL	39,811

Amt:-Thirty Nine Thousand Eight hundred And Eleven Rupess only

APPROVED BY
05 JUN 2020
K. PURSHOTHAM
ASST. PROJECT MA...

Nagalaxmi
06/06/2020

GSTIN : 36ALMPG5350Q1ZJ TAX INVOICE

JYOTHIRAM GAIKWAD

Plot No. 43, Sy.No, Hyderguda Villaga, Rajendranagar,
Ranga Reddy Dist, Telangana - 500 030

M/s Silver Oak Villas LLP

GST No. 36ADBFS3288A2Z7

Place Of Supply

Invoice No. 034

Date : 23/6/20

Work Order No :

S.No.	Particulars	HSN	Qty.	Unit Rs	Rate	AMOUNT Rs. Ps.
1.	Painting work done @ lowerside C.W of Sec-room,	9901	1.	LS	—	39,811-00

INWARD No: 66662 Date: 23/6/20 Sign:

MODI PROPERTIES PVT. LTD. SEC'BAD

Bank Details

Bank : HDFC BANK
Branch : SD ROAD
A/C No. : 00421200053127
IFS Cord : HDFC 0000042

TOTAL	39,811-00
CGST @ 9 %	3582-99
SGST @ 9 %	3582-99
GRAND TOTAL	46,976-98

Ruppes in word forty six lakhs of nine hundred and seventy six only

For JYOTHIRAM GAIKWAD

Jyothiram

Authorised Signature.