PURCHASE DIVISION,
Advice for approval for credit to contractor

Date:	28/05/2020	Prepared by:	T.D. Murthy
WO no.	-	WO date.	-
Contractor Name	Praveen Babu Mylaram	WO amount – A	-
Firm/Company	GV Reserch Centers PVT LTD	Project name	Innopolis
Nature of work	Painting work		
Villa/flat/block no.	Site office		
Request for payment date	05/03/2020	Request for payment amount – B	Rs. 73,610/-
GST on bills – C	Rs. 13,250/-	Total D = B + C	Rs. 86,860/-
Work done from	-	Work done to	-
Sl. No	Bill No.	Bill date	Bill amount
1.	102	28/05/2020	Rs. 86,860/-
2.	-	-	-
3.	-	-	-
4.	-	-	-
		Amount E - Bills total	Rs. 86,860/-
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. 86,860/-
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		**30/05/2020**	
Remarks: **No work order for above bill. Please 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]		[signature]		
Date	28/5/20	28/5/20			29.5.20		

APPROVED
28 MAY 2020
MINISH PARIKH
MANAGER PROCUREMENT

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/-

Phone No. : +91-950 21 88 13

TAX INVOICE

PRAVEEN BABU MYLARAM

H No.29-533, Vinayak Nagar, Neredmet Malkajgiri, Hyderabad – 500 056 Telangana
GSTIN NO: 36CYSPM5458E1ZV

Company Name: GVI Research centres PVT LTD. Address: Turkapally.	Invoice No: 102	Invoice Date: 28/05/2020.
Company GST No. 36AAHCG4562D1ZP	Service Provided : Painting Works	

S. No.	Particulars	Qty	Unit	Rate	Amount
1	Emulsion with Lappum	3867.50	sft	12.00	46,410.00
2	Exterior Emulsion - Ace	3042.00	sft	5.50	16,731.00
3	Enamel for Doors.	108.50	sft	8.00	868.00.
	15%. Add on Rate for Distance	-	-	-	9601.00.
		SUBTOTAL			73,610.00
		CGST @ 9%.			6,625.00
		SGST @ 9%.			6,625.00
		GRAND TOTAL			86,860.00

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No: 65763
Date: 28/5/20
Sign:

Rupees : Eighty Sixthousand Eight Hundred Sixty only

For Praveen Babu Mylaram

TERMS & CONDITIONS

1. Payment strictly by account payee cheque favouring PRAVEEN BABU MYLARAM.
2. Subject to Secunderabad Jurisdiction only.

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

Sl. No. – site bills register	19	Date - site bills Register	05/03/2020
Company Name:	GVRC	Site:	Innopolis
Name of Contractor	M. Praveen Babu		
Nature of work	painting		
Work done	From Date		To Date

Sl. No.	Villa/Flat/block no.	Qty.	Rate	Units	Amount	Contractors bill no
1.	5600				73,610-00	
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						
11.	Total:				Rs:- 73,610-00	

Bill required	☑ YES ☐ NO.	GST bill required	☐ YES ☐ NO.
Measurement & estimate sheet:	☑ Required ☐ Not required	Measurement & estimate sheet:	☑ Enclosed ☐ Not enclosed
PO/WO no.	64703	PO/WO date:	08/01/2020

Remarks :

Approved by Project Manager	Approved by Design Team	Approved by M.D.
Date: 05/03/2020	Date: 14-03-2020	Date: 16 MAR 2020
Sign:	Sign: Jayapradha	Sign:

APPROVED BY
16 MAR 2020
...HAM 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.

MEASUREMENT SHEET:

Company Name:		GVRC				Approved By:		G.Venkatesh	
Project Name:		Innopolis							
Contractor Name:		M.Praveen Babu							
Work Description:		Painting work at 5600							
Prepared By:		B.Mallikarjun							
Date:		05.03.2020							

			A	B	C	D	E	F	G
S.No	Item Head	Item Description	Length	Width	Height	No's	Quantity	Units	Item Head Total
	Internal:								
1	At site office	Walls	27.50	1.00	11.00	6.00	1,815.00	Sft	
			11.00	1.00	11.00	8.00	968.00	Sft	
			7.50	1.00	4.00	4.00	120.00	Sft	
			5.00	1.00	4.00	4.00	80.00	Sft	
			4.00	1.00	4.00	2.00	32.00	Sft	
			5.00	1.00	4.00	2.00	40.00	Sft	
			11.00	1.00	4.00	2.00	88.00	Sft	
		Ceiling	27.50	11.00	1.00	3.00	907.50	Sft	
			27.50	4.00	1.00	1.00	110.00	Sft	
									4,160.50
		Deduction for doors and windows	3.50	1.00	7.00	4.00	98.00	Sft	
			2.50	1.00	7.00	2.00	35.00	Sft	
			6.00	1.00	4.00	1.00	24.00	Sft	
			4.00	1.00	4.00	8.00	128.00	Sft	
			2.00	1.00	2.00	2.00	8.00	Sft	
									293.00
		Total:							3,867.50
2	External at 5600		27.50	1.00	14.00	2.00	770.00	Sft	
			101.00	1.00	15.00	1.00	1,515.00	Sft	
			101.00	1.00	13.00	1.00	1,313.00	Sft	
									3,598.00
		Deduction for doors and windows	3.50	1.00	7.00	8.00	196.00	Sft	
			6.00	1.00	4.00	6.00	144.00	Sft	
			4.00	1.00	4.00	13.00	208.00	Sft	
			2.00	1.00	2.00	2.00	8.00	Sft	
									556.00
		Total:							3,042.00
3	Enamel for doors		3.50	1.00	7.00	3.00	73.50	Sft	
			2.50	1.00	7.00	2.00	35.00	Sft	
		Total:							108.50

APPROVED BY

14 MAR 2020

Jaya

D. JAYAPRADHA
ENGINEER

ESTIMATE SHEET:							
Company Name:		GVRC				Approved By:	G.Venkatesh
Project Name:		Innopolis					
Contractor Name:		M.Praveen Babu					
Work Description:		Painting work at 5600					
Prepared By:		B.Mallikarjun					
Date:		05.03.2020					
S.No	Item Head	Item Description	Quantity	Units	Rate	Amount	
1	Emulsion with luppum		3,867.50	Sft	12.00	46,410.00	
2	Exterior Emulsion – Ace		3,042.00	Sft	5.50	16,731.00	
3	Enamel for doors		108.50	Sft	8.00	868.00	
		Total:				64,009.00	
		Add 15% as site is very far				9,601.35	
		Grand Total:				73,610.35	

APPROVED BY

14 MAR 2020

Jaya

D. JAYAPRADHA
ENGINEER