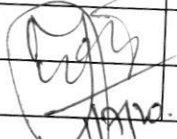


PURCHASE DIVISION,  
Advice for approval for credit to contractor

Date:	01/07/2020	Prepared by:	T.D. Murthy
WO no.	-	WO date.	-
Contractor Name	K. Satish Kumar	WO amount – A	-
Firm/Company	Serene Constructions LLP	Project name	Serene Farms
Nature of work	Painting Work		
Villa/flat/block no.	12,21,28,06,31,8,19,8 & 6.		
Request for payment date	25/06/2020	Request for payment amount – B	Rs. 52,056/- ✓
GST on bills – C	Rs. 9,370/- ✓	Total D = B + C	Rs. 61,426/-
Work done from	18/06/2020	Work done to	24/06/2020
Sl. No	Bill No.	Bill date	Bill amount
1.	019	01/07/2020	Rs. 61,426/- ✓
2.	-	-	-
3.	-	-	-
4.	-	-	-
Amount E - Bills total			Rs. 61,426/- ✓
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. 61,426/- ✓
Amount J – Difference A-B (should be nil)			-
Amount K – Difference D-E-F (should be nil)			-
Quantity received as per WO	<input type="checkbox"/> Yes <input type="checkbox"/> Excess received <input type="checkbox"/> Short received <input checked="" type="checkbox"/> Explained below		
Difference between A & B acceptable	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (explained below)		
Excess / short material received	<input checked="" type="checkbox"/> Approved - within acceptable limits <input type="checkbox"/> No (explained below),		
Close WO	<input type="checkbox"/> Yes <input type="checkbox"/> No – wait for balance material <input checked="" type="checkbox"/> No (explained below)		
Advance paid / PDC given (deduct when paying)	<input type="checkbox"/> Yes – Rs. ___/- <input checked="" type="checkbox"/> No		
Payment – due date	04/07/2020		
Remarks: <u>No work order for above painting work. Please consider the bill for processing.</u> ✓			
Approved by	Purchase Officer	Purchase Manager	Procurement Manager
Sign:			
Date			

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/-

# K. SATISH KUMAR

H.No. 13-6-254, Jaffer Guda, Karwan, Hyderabad. (T.S.)

M/s. : SEVEN CONSTRUCTIONS

Invoice No.

L.L.P.

Date : 01/07/2020 <sup>019</sup>

GST No.: 36ACVF909P12V

Place of Supply T.S.

Work Order No. :

S.No.	Product	Qty.	Unit Rs.	Rate	Amount Rs.
①	Treace painting villas: 12, 21, 28, 06	1336	sft.	9	12,024
②	Gate painting vill we: 31	66	sft.	9	594
③	Roof polishing villas: 8, 19	<del>1</del> 2	rod	2000	4000
④	8 no villa	1000	sft	16,5375	165375
⑤	6 no villa	1000	sft	18.90	18900
TOTAL					52,056



Bank Details :

CGST @ 9 % 4,685

SGST @ 9 % 4,685

GRAND TOTAL 61,426

Rupees in Words Sixty one thousand four hundred and forty six only

For **K. SATISH KUMAR**

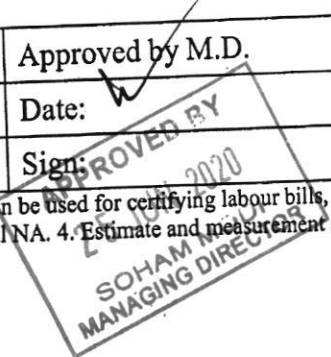
*[Signature]*  
Authorised Signature

id: 4114 - 4122

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

Sl. No. - site bills register		2		Date - site bills Register		25-06-20	
Company Name:		SELLP		Site:		Seem farm	
Name of Contractor		K Satish Kumar					
Nature of work		Painting					
Work done		From Date		18-06-20		To Date	
						24-06-20	
Sl. No.	Villa/Flat/block no.	Qty.	Rate	Units	Amount	Contractors bill no	
1.	12,21,28,06	1336	9	Sft	12,024		
2.	31	66	9	Sft	594		
3.	8,19	2	2,000	NO}	4,000		
4.	8	1000	16,5375	Sft	16,538		
5.	6	1000	18.90	Sft	18,900		
6.							
7.							
8.							
9.							
10.							
11.	Total:					52,056 ft	
Bill required		<input type="checkbox"/> YES <input type="checkbox"/> NO.		GST bill required		<input type="checkbox"/> YES <input type="checkbox"/> NO.	
Measurement & estimate sheet:		<input type="checkbox"/> Required <input type="checkbox"/> Not required		Measurement & estimate sheet:		<input type="checkbox"/> Enclosed <input type="checkbox"/> Not enclosed	
PO/WO no.				PO/WO date:			
Remarks: Work Completed -							
Approved by Project Manager		Approved by Design Team		Approved by M.D.			
Date: 25/06/20		Date: 24/06/20		Date: 25/06/20			
Sign: [Signature]		Sign: [Signature]		Sign: [Signature]			

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.





<b>ESTIMATE</b>						
COMPANY NAME		SERENE CONSTRUCTION LLP	APPROVED BY			
PROJECT		SERENE FARMS	SIGN:			
WORK DISCRIPTION		PAINING WORK				
PREPARED BY		SYED GOLAM SARWAR				
DATE		25-Jun-20				
CONTRACTOR NAME		K SATISH KUMAR				
SL NO	ITEM HEAD	ITEM DISCRIPTION	QUANTITY	UNITS	RATE	AMOUNT
1	Villa no 12,21,28 & 6	Portico MS truss black anamel painting	1336	SFT	9	12,024
2	Villa no 31	Main gate Black painting	66	SFT	9	594
3	villa no 8 & 19	Main door polishing	2	nos	2000	4,000
4	Villa no 08	One coat of painting on side & out side stage 2 (35% of 47.25 = 16.5375)	1000	sft	16.5375	16,538
5	Villa no 06	One coat of primer & lappam stage 1 (40% of 47.25= 18.9)	1000	sft	18.9	18,900
					<b>Total</b>	<b>52,056</b>

*M. Naveen kumar*  
**APPROVED BY**  
 25 JUN 2020  
 M. Naveen kumar  
 Asst. Engineer