PURCHASE DIVISION,
Advice for approval for credit to contractor

Date:	20/05/2020	Prepared by:	T.D. Murthy
WO no.	65633	WO date.	10/02/2020
Contractor Name	Anisha Associates	WO amount – A	Rs. 33,300/-
Firm/Company	Modi Properties PVT LTD	Project name	MPL
Nature of work	Waterproofing work		
Villa/flat/block no.	South side sump and septic tank.		
Request for payment date	10/03/2020	Request for payment amount – B	Rs. 33,300/-
GST on bills – C	-	Total D = B + C	Rs. 33,300/-
Work done from	12/02/2020	Work done to	02/03/2020
Sl. No	Bill No.	Bill date	Bill amount
1.	305	18/03/2020	Rs. 33,290/-
2.	-	-	-
3.	-	-	-
4.	-	-	-
		Amount E - Bills total	Rs. 33,290/-
Amount F - Voucher payment amount F (D-E) – 40% labour charges, 40% allowance for consumables and 20% transport charges – or as per guidelines			Rs. 10/-
Amount G - Other Credits :			-
Amount H - Other Debits :			-
Amount I - to be credited to the contractor (E+F+G-H)			Rs. 33,300/-
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	**23/05/2020**
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M.D.	Accounts – receiver of bill	Accountants	Accounts Manager
Sign:	[signature]	[signature]	APPROVED 2 JUN 2020 MINISH PARIKH MANAGER PROCUREMENT		[signature]		
Date	20/5/20	20/5					

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/-

TAX INVOICE

ANISHA ASSOCIATES

AUTHORISED DISTRIBUTORS :
DR FIXIT, ROFF, MYK, ZYDEX & CERA CHEM CONSTRUCTION CHEMICALS

Pidilite
Building Bonds

No. 3-6-98, Vasavi Towers, Below Cafe Coffee Day,
West Marredpally Main Road, Secunderabad - 500 026.
✆ : 040-48509804, Mob : 9246589804 E-mail : anishaassociates68@gmail.com

GSTIN : 36ABTPV3594Q1Z8

Buyer To M/s Modi Properties Pvt ltd. Mallapur
GST NO: 36AABCM 4761 E1ZM

No. 305 Date : 18/03/2020
Your order No. 65633 Date 10/02/2020
Our D.C. No. ______ Date : ______
Documents Sent through ______

S.No.	DESCRIPTION	Packing	Qty.	Unit Price	AMOUNT Rs.	Ps.
1)	Water-proofing for sump & septic tank	Sft	1332 Sft	21.18	28211	76
			Total Taxable		28,211	76
			CGST @ 9%		2539	05
			SGTS @ 9%		2539	05
			IGST @		/	
			TOTAL		33,290	00

MODI PROPERTIES PVT LTD SEC'BAD
INWARD
No: 65532
Date: 20/5/20

Rupees Thirty Three Thousand Two Hundred and Ninety Rupees Only

Goods once sold will not be taken back or exchanged
Subject to Hyderabad Jurisdiction.

P. Sadashiva
For Anisha Associates

TD, 57641

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

Sl. No. – site bills register	193	Date - site bills Register	
Company Name:	MPPL	Site:	May Flower Platinum
Name of Contractor	Anisha Associates		
Nature of work	Water Proofing		
Work done	From Date 12/2/2020	To Date	02/03/2020

Sl. No.	Villa/Flat/block no.	Qty.	Rate	Units	Amount	Contractors bill no
1.	South side Sump					02
2.	water proofing/	1332 sft	25/-	sft	33,300=00	
3.	septic tank					
4.						
5.						
6.						
7.						
8.						
9.						
10.						
11.	Total:				33,300=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: 10/3/2020	Date: 10/3/2020	Date:
Sign:	Sign: Nagalaxmi	Sign:

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.

contractor sign :- Kishan Raj

MEASUREMENT SHEET					Approved				
Company Name:		MPL							
Project:		May Flower Platinum							
Work Description:		Water Proffing work for Water Sump/septic tank							
Name of the Contractor		Anisha Associates							
Prepared By		K. Narender Reddy							
Date:		10.03.2020							
			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**
	Water Proffing work for Water Sump/Septic tank								**sft**
1	Water Prrofing	Water Proffing work for Water Sump							
		Internal Walls	12.00	1.00	18.00	4.00	864.00	sft	
		septic side wall side internal wall	17.00	1.00	18.00	1.00	306.00	sft	
		Flooring	13.00	12.50	1.00	1.00	162.50	sft	
									1332.00

ESTIMATE SHEET							
Company Name:	MPL		Approved by - S.V.Subba Reddy				
Project:	May Flower Platinum						
Work Description:	Water Proffing work for Water Sump/septic tank						
Name of the Contractor	Anisha Associates						
Prepared By	K. Narender Reddy						
Date:	10.03.2020						
S No.	**Item Head**	**Item Description**	**Quantity**	**Units**	**Rate**	**Amount**	**Item Head Total**
	Water Proffing work for Water Sump/Septic tank						
1	Water Prrofing	Water Proffing work for Water Sump	1.332.00	sft	25.00	33,300.00	
							33,300=00
	Amount in words - Thirty Three Thousand Three Hundred Rupees Only						

Nagalaxmi
10/3/2020

Purchase Order

 11-02-2020 17:15:01

65633
10.02.20 5:22:39

From Company : **Modi Properties Pvt.Ltd.**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AABCM4761E1ZM

Supplier Details			
Anisha Associates	**Doc No**	65633	11449
No.3-6-98, Vasavi Towers, Boosareddyguda, West Marredpally, Main Road, Secunderabad.	**Doc Date**	10-02-2020	
	Quote No	Nil	
GSTIN 36ABTPV3594Q1Z8 NA	**Quote Date**	10-02-2020	
66209804 9246589804	**SupplyType**	Supply And Installation	

Kind Attn : Mr. Kishan Raj

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	3138 - Chemicals - Waterproofing - NA - sft *Waterproofing for sump & septic tank*	1,332.00	25.00	0.00	0.00	33,300.00
					Total Order Value . . .	**33,300.00**

Rupees : Thirty Three Thousand Three Hundred Only.

Terms and Conditions :-

Specification /	Above rates approved by MD vide cir.no. 848(d) dtd. 25.3.2018 and accepted by contractor
Payment Terms	60% on complete supply of material, 20% on starting of work and bal. 20% after completion of all works.
Tax	Included GST@18%
Delivery Date	Within 4days.
Delivery Location	May Flower Platinum Sy 82/1, Mallapur, Nacharam. Phone. 9502211011
Penality For Delay	Nil
Transportation	Included
Warranty	5 years against any leakage from date of completion of work
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for south side sump and septic tank side waterproofing Purpose.
Completion Date	Work shall be completed within 4 days from the date of the work order.
Measurment	Payment as per above quantity irrespective of actual measurements on site.
Security	Supplier shall be responsible for security and storage of material at site at its risk and cost.
Remarks	

For ***Modi Properties Pvt.Ltd.***

Authorised Signatory

Name : 11/02/2020

Contact - -

Accepted the above Terms And Conditions

For ***Anisha Associates***

Name : ______

Date : __/__/____

Requisition Form

Company Name:	Modi Properties Pvt Ltd	Date:	25.01.2020
Site & Phase :	May Flower Platinum	Time:	10.40
Supplier	~~Yousuf~~ Anisha Associats	Req.No.	11449
Material required before date:	27.01.2020	ID No.	54884

No	Description	Size	Quantity	Units	Inward No	Date
1	Water Proofing		1332	sft		
2	65633					
3	65584 - cancelled					
4						
5						
6	e					
7					APPROVED BY	
8						
9					25 JAN 2019	
10					SOHAM MODI MANAGING DIRECTOR	

Remarks: towards south side sump and septic tank side use purpose

Prepared By	K.Narender Reddy	Approved by	S.V.Subba Reddy
Sign.& Date	25.01.2020	Sign. & Date	

Note: On receipt of material at site write inward number and date in last 2 columns.

Purchase Order

 10-02-2020 16:39:56 Original / Office Copy / Purchase Div.Copy

From Company : **Modi Properties Pvt.Ltd.**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AABCM4761E1ZM

Draft PO for Approval

Supplier Details				
Anisha Associates		**Doc No**	65633	11449
No.3-6-98, Vasavi Towers, Boosareddyguda, West Marredpally, Main Road, Secunderabad.		**Doc Date**	10-02-2020	
		Quote No	Nil	
GSTIN 36ABTPV3594Q1Z8	NA	**Quote Date**	10-02-2020	
66209804	9246589804	**SupplyType**	Supply And Installation	

Kind Attn : Mr. Kishan Raj

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	3138 - Chemicals - Waterproofing - NA - sft *Waterproofing for sump & septic tank*	1,332.00	25.00	0.00	0.00	33,300.00
					Total Order Value . . .	**33,300.00**

Rupees : Thirty Three Thousand Three Hundred Only.

Terms and Conditions :-

Specification / Above rates approved by MD vide cir.no. 848(d) dtd. 25.3.2018 and accepted by contractor

Payment Terms 60% on complete supply of material, 20% on starting of work and bal. 20% after completion of all works.

Tax Included GST@18%

Delivery Date Within 4days.

Delivery Location May Flower Platinum
Sy 82/1, Mallapur, Nacharam.
Phone. 9502211011

APPROVED BY
10 FEB 2019
SOHAM MODI
MANAGING DIRECTOR

Penality For Delay Nil

Transportation Included

Warranty 5 years against any leakage from date of completion of work

Advance Paid Nil

Other Terms We reserve the right to reject items not conforming to quality and specifications. Above order for south side sump and septic tank side waterproofing Purpose.

Completion Date Work shall be completed within 4 days from the date of the work order.

Measurment Payment as per above quantity irrespective of actual measurements on site.

Security Supplier shall be responsible for security and storage of material at site at its risk and cost.

Remarks

10/02/20 10/02/2020.

Draft PO for Approval

For ***Modi Properties Pvt.Ltd.***
Authorised Signatory

Accepted the above Terms And Conditions
For ***Anisha Associates***

Name : ____________ Name : ____________ Date : __/__/____

Contact ..