PURCHASE DIVISION,
Advice for approval for credit to contractor

Date:	01/07/2020	Prepared by:	T.D. Murthy
WO no.	67596	WO date.	30/05/2020
Contractor Name	Mahaveer S.S. Metal	WO amount – A	Rs. 2,14,760/-
Firm/Company	Villa Orchid LLP	Project name	Villa Orchid
Nature of work	S S Railing work		
Villa/flat/block no.	283,42,43,117,14,184 & 116.		
Request for payment date	23/06/2020	Request for payment amount – B	Rs. 1,17,162/-
GST on bills – C	Rs. 7,030/-	Total D = B + C	Rs. 1,24,192/-
Work done from	15/06/2020	Work done to	23/06/2020
Sl. No	Bill No.	Bill date	Bill amount
1.	1	01/07/2020	Rs. 40,346/-
2.	2	01/07/2020	Rs. 83,846/-
3.	-	-	-
4.	-	-	-
		Amount E - Bills total	Rs. 1,24,192/-
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. 1,24,192/-
Amount J – Difference A-B (should be nil)			Rs. 97,598/-
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. 1,07,380/-** ☐ No	
Payment – due date		**04/07/2020**	

Remarks: **Earlier we issued PO with GST 18%, but supplier changed in to composite scheme. Please consider the bill for processing.**

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M.D.	Accounts – receiver of bill	Accountants	Accounts Manager
Sign:							
Date	1/7/20		01/07/2020	APPROVED BY 01 JUL 2020 SOHAM 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/-

MAHAVEER S S METAL

7-54/4, P S ROAD, BALA SARAWATHI NAGAR, OLD MALKAJGIRI, HYDERABAD-500047
36BCLPK3972R1ZO
PAN No :BCLPK3972R

BILL OF SUPPLY

To,
VILLA ORCHIDS LLP
5-4-187/3 & 4, II FLOOR M.G.ROAD, SECUNDERABAD- 500 003.
GST No. 36AANFG4817C1ZH

Invoice No. : 2
Invoice Date : 1-Jul-20

S.No.	Particulars	Quantity X Rate	Amount
1	Towards supply & errection of S S Railing - NA-RFT Stair case Villa No. 283- 46.25 Rft Villa No. 42 - 43.50 Rft Villa No. 43 - 43.50 Rft Villa No. 117 - 49.25 Rft Villa No. 14 - 43.50 Rft	226 X 371/-	83,846.00
			83,846.00 - -
		Total	**83,846.00**

Amount In Words : Rupees Eighty Three Thousand Eight Hundred & Forty Six only

MODI PROPERTIES PVT. LTD. * SEC'BAD *
INWARD
No. 66948
Date 1/7/20
Sign.

For MAHAVEER S S METAL

KSoG

PROPRIETOR.

MAHAVEER S S METAL

7-54/4, P S ROAD, BALA SARAWATHI NAGAR, OLD MALKAJGIRI, HYDERABAD-500047
36BCLPK3972R1ZO
PAN No :BCLPK3972R

BILL OF SUPPLY

To,
VILLA ORCHIDS LLP
5-4-187/3 & 4, II FLOOR M.G.ROAD, SECUNDERABAD- 500 003.
GST No. 36AANFG4817C1ZH

Invoice No. : 1
Invoice Date : 1-Jul-20

S.No.	Particulars	Quantity X Rate	Amount
1	Towards supply & errection of S S Railing - NA-RFT Stair case Villa No. 184 - 62.5 Rft Villa No. 116 - 46.25 Rft	108.75 X 371/-	40,346.00
			40,346.00 - -
		Total	**40,346.00**

Amount In Words : Rupees Forty Thousand Three Hundred Forty Six only

MODI PROPERTIES PVT. LTD.
INWARD
No. 66949
Date 1/7/20
Sign.
SEC'BAD

For MAHAVEER S S METAL

PROPRIETOR.

id: 6720 - 6724

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

Sl. No. – site bills register	10948	Date - site bills Register	23/06/2020
Company Name:	VOC - LCP	Site:	VOC
Name of Contractor	MAHAVEER S.S MATEL		
Nature of work	SS RAILING		
Work done	From Date 15/06/2020	To Date	23/06/2020

Sl. No.	Villa/Flat/block no.	Qty.	Rate	Units	Amount	Contractors bill no
1.	283	46.25	350/-	Rft	16,187.5/-	
2.	42	43.50	350/-	"	15,225/-	
3.	43	43.50	350/-	"	15,225/-	
4.	117	49.25	350/-	"	17,237.5/-	
5.	14	43.50	350/-	Rft.	15,225/-	
6.						
7.						
8.						
9.						
10.						
11.	Total:				79,100/-	

Bill required	☐ YES ☑ NO.	GST bill required	☑ YES ☐ NO.
Measurement & estimate sheet:	☐ Required ☑ Not required	Measurement & estimate sheet:	☑ Enclosed ☐ Not enclosed
PO/WO no.	67596	PO/WO date:	15/06/2020

Remarks :

Approved by Project Manager	Approved by Design Team	Approved by M.D.
Date: 23/06/2020	Date: 25/06/2020	Date:
Sign:	Sign: Naveen Kumar.	Sign:

APPROVED BY 25 JUN 2020 SOHAM 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.

APPROVED BY
2 3 JUN 2020
A. SURESH
PROJECT MANAGER

Measurement Sheet									
Company Name:		Villa orchids LLP							
Project:		Villa Orchids							
Description :		SS Railing fixing work done villas details							
Prepared By:		A Suresh							
Date :		23-06-2020							
Name of the Contractor :		Mahaveer S.S.Matel							
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 283	SS Railing	46.3	1.0	1.0	1.0	46.3	Rft		
2	V. No 42	SS Railing	43.5	1.0	1.0	1.0	43.5	Rft		
3	V. No 43	SS Railing	43.5	1.0	1.0	1.0	43.5	Rft		
4	V. No 117	SS Railing	49.3	1.0	1.0	1.0	49.3	Rft		
5	V. No 14	SS Railing	43.5	11.0	1.0	1.0	43.5	rft	226.0	

APPROVED BY

2 3 JUN 2020

A. SURESH
PROJECT MANAGER

ESTIMATE SHEET								
Company Name:		Villa orchids LLP				PO No	67596	
Project:		Villa Orchids				Approved by:		
work description:		SS Railing fixing work done villas details				Sign:		
Prepared By :		A Suresh				work done from date : 15.06.2020		
Contractor Name :		Mahaveer S.S.Matel				work done todate : 23.06 .2020		
Date:		23-06-2020						
		A		C	D=AxC	E=Sum of D		
S No.	Item Description	Quantity	Units	Rate	Amount	Item Head Total	Remarks	
1	**SS Railing**	226.00	Rft	350.00	79,100.00			
						79,100.00		

APPROVED BY
23 JUN 2020
A. SURESH
PROJECT MANAGER

Naveen kumar
APPROVED BY
15 JUN 2020
M. Naveen kumar
Asst. Engineer

id: 6729 & 6730

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

Sl. No. – site bills register	10981		Date - site bills Register		25/06/2020	
Company Name:	VOC – UP		Site:		VOC	
Name of Contractor	MAHAVEER. S.S MATEL					
Nature of work	SS RAILING					
Work done	From Date	15/06/2020	To Date		23/06/2020	
Sl. No.	Villa/Flat/block no.	Qty.	Rate	Units	Amount	Contractors bill no
1.	184	62.50	350	Rft	21875	
2.	116	46.25	350	Rft	16187.5	
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						
11.	Total:				38,062	

Bill required	☐ YES ☑ NO.	GST bill required	☑ YES ☐ NO.
Measurement & estimate sheet:	☐ Required ☑ Not required	Measurement & estimate sheet:	☑ Enclosed ☐ Not enclosed
PO/WO no.	67596	PO/WO date:	15/06/2020

Remarks :

Approved by Project Manager	Approved by Design Team	Approved by M.D.
Date: 25/06/2020	Date: 26/06/2020	Date:
Sign:	Sign: Naveenkumar.	Sign:

APPROVED BY
26 JUN 2020
SUNDARAM 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.

25 JUN 2020
A. SURESH

Scanned with CamScanner

Measurement Sheet										
Company Name:		Villa orchids LLP								
Project:		Villa Orchids								
Description :		SS Railing fixing work done villas details								
Prepared By:		A Suresh								
Date :		25-06-2020								
Name of the Contractor :		Mahaveer S.S.Matel								
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 184	SS Railing	62.5	1.0	1.0	1.0	62.5	Rft		
2	V. No 116	SS Railing	46.3	1.0	1.0	1.0	46.3	Rft		
								rft	108.8	

25 JUN 2020

ESTIMATE SHEET								
Company Name:		Villa orchids LLP				PO No	67596	
Project:		Villa Orchids				Approved by:		
work description:		SS Railing fixing work done villas details				Sign:		
Prepared By :		A Suresh				work done from date : 15.06.2020		
Contractor Name :		Mahaveer S.S.Matel				work done todate : 23.06 .2020		
Date:		25-06-2020						
		A		C	D=AxC	E=Sum of D		
S No.	Item Description	Quantity	Units	Rate	Amount	Item Head Total	Remarks	
1	**SS Railing**	108.75	Rft	350.00	38,062.50			
						38,062.50		

25 JUN 2020

APPROVED BY

JUN 2020

M. Naveen kumar
Asst. Engineer

Purchase Order

 30-05-2020 10:56:00

67596
23.05.20 2:09:44

From Company : **Villa Orchids LLP**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AANFG4817C1ZH

Supplier Details			
Mahaveer S.S. Metal	**Doc No**	67596	63348
H.No. 7-54/4, P.S. Road, Balasarasathi Nagar, Old Malkajgiri, Hyderabad - 500047.	**Doc Date**	30-05-2020	
	Quote No	Nil	
GSTIN 36BCLPK3972R1Z0	**Quote Date**	29-05-2020	
8555875889/9700453121	**SupplyType**	Supply And Installation	

Kind Attn : Mr. K. Krishna Rao

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	6039 - Miscellaneous - SS Railing - NA - rft *Staircase*	520.00	350.00	0.00	18.00	214,760.00
					Total Order Value . . .	**214,760.00**

Rupees : Two Lakh(s) Fourteen Thousand Seven Hundred Sixty Only.

(B.no: 192, dts: 1/3/10)
=) Part bill received for 7 Villa
bal. one flat bill to be
receivable.
1/3/20.

Terms and Conditions :-

Specification / Brand	All items shall be of 'Jindal' brand. 202 grade, 50mm x 1.5mm thick, 44' length.
Payment Terms	50% as advance & balance 50% on delivery of all materials.
Tax	All taxes included in above price.
Delivery Date	Within 4days
Delivery Location	Villas Orchids Behind: Janapriya, Kowkur. Phone. 9502232100/9502266233
Penality For Delay	Nil
Transportation Cost	Included in above price.
Warranty	Nil
Advance Paid	Rs. 1,07,380/- to be pay vide cheque no. , dtd.
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for V.no. 11,210,211,212,283,120,121 & 14. Above rates are inclusive of all.
Completion Date	Work shall be completed within 4days from the date of the work order.
Measurment	Nil
Security	Nil
Remarks	

For *Villa Orchids LLP*
Authorised Signatory

Name : 30/05/2020

Accepted the above Terms And Conditions
For *Mahaveer S.S. Metal*

Name : ______

Date : __/__/____

Requisition Form - CLadding tile

Company		Villa orchids LLP		Site & Phase		Voc						
Req. no.		63348		Req. Date		28-05-2020						
Material required before		30-05-2020		ID no.		57253						
Prepared by:		A Suresh		Approved by (sign):								
Flat / Block no:		(11,210,211,212,&283,120,121,&14)										
Name of the supplier												
Type B2 1940 Sft 3BHK Or		8	Villas									
Type B 1585Sft 3BHK Order Value:			Villas									
S No.	Item Description	Units	Qty required for Type C2 & C1 1820 Sft3BHK Villa	Qty required for Type d11585 Sft 3BHK villa	Qty required for Type B2 1940Sft3BHK Villa	Qty required for Type d11585 Sft 3BHK villa	Quantity required	Qty Available at site	Balance Qty to be ordered	Quantity in sft	Inward No	Date
1	SS Railing	Sft	65		65		10	-	-	650.0	SW	
	Total						8	-	-	650.0		
	Note : Please issue the work order											

67596

APPROVED
30 MAY 2020
MINISH PARIKH
MANAGER PROCUREMENT