

PURCHASE DIVISION,
Advice for approval for credit to contractor

Date:	16/07/2020	Prepared by:	T.D. Murthy
WO no.	68311	WO date.	26/06/2020
Contractor Name	Abdul Qadeer	WO amount – A	Rs. 70,691/-
Firm/Company	Vista Homes	Project name	Vista Homes
Nature of work	False Ceiling work		
Villa/flat/block no.	E- 401,402 & 404.		
Request for payment date	09/07/2020	Request for payment amount – B	Rs. 59,908/-
GST on bills – C	Rs. 10,783/-	Total D = B + C	Rs. 70,691/-
Work done from	-	Work done to	-
Sl. No	Bill No.	Bill date	Bill amount
1.	010	16/07/2020	Rs. 70,691/-
2.	-	-	-
3.	-	-	-
4.	-	-	-
Amount E - Bills total			Rs. 70,691/-
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. 70,691/-
Amount J – Difference A-B (should be nil)			Rs. 10,783/-
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	18/07/2020		
Remarks:			
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/-

ABDUL QADEER

Supplier & Contractors

Spl. in : Plaster of Paris, False Ceiling, Gypsum Board, Partition Works,
Thermacol Ceiling, Armstrong, Border, Flower & All Types of Ceiling Works.

14-1-96/3/B, Allapur, Borabanda, Hyderabad - 500 018. Email : rkdecorators@gmail.com

Seller GST No.: 36AAUPQ5292N1ZL Mode of Transport : Product Reference No. State : Telangana, State Code : 36		Invoice No. : 010 Invoice Date : 16/07/2020 Date of Supply : PO No. & Date : 68311			
Details of Receiver / Billed to : Name : Vista homes Address : Kushniguda Buyer GSTIN : 36AAGFV2068P1ZJ State : Telangana Code : 36		Details of Delivery Address : Name : Address : Buyer GSTIN : State : Code :			
S.No.	NAME OF THE PRODUCT	HSN Code	Qty.	Unit Price	Taxable Value
1	Gypsum false ceiling		1762	34	59,908
					
Total Invoice Amount : (Inwords) <u>Seventy Thousand Six hundred sixty one only</u>		Total Amount Before Tax			59,908
		Add CGST @ 9%			5391
		Add SGST @ 9%			5391
		Add IGST @			
		Total Amount GST			10,783.44
		Total Amount After Tax			70,691.44
Goods once sold will not be taken back. Our responsibility ceases once delivery made.		GST Payable on Reverse Charge			

For ABDUL QADEER

19217204 to 17206

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

Sl. No. - site bills register		1352		Date - site bills Register		09/07/2020	
Company Name:		Vista Homes		Site:		Vista Homes	
Name of Contractor		Abdul quader					
Nature of work		False ceiling.					
Work done		From Date				To Date	
Sl. No.	Villa/Flat/block no.	Qty.	Rate	Units	Amount	Contractors bill no	
1.	False ceiling	1762.00	341.00	Sqr	59908.00/-		
2.	E-401,402,404						
3.							
4.							
5.							
6.							
7.							
8.							
9.							
10.							
11.	Total:				59908.00/-		
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: 09/07/2020		Date: 10/07/2020		Date: 10/07/2020			
Sign: Mury		Sign: Nagarajan		Sign: MANAGER			

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:		Vista Homes					Approved by:		
Project:		Vista Homes					Sign:		
Work Description:		False Ceiling E 401,402,404					Req no 99665		
Prepared By		T Madhu					Wo no 68311		
Contractor Name		Abdul quader							
Date:		9.7.2020							
			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
		False Ceiling E 401,402,404							
1	E ,404	52 % on SUBA 950 sft	494.00	1.00	1.00	1.00	494.00	Sft	
2	E 401,402	52 % on SUBA 1220 sft	634.00	1.00	1.00	2.00	1268.00	Sft	
									1762.00

ESTIMATE SHEET :									
Company Name:	Vista Homes							Approved by:	
Project:	Vista Homes							Sign:	
Work Description:	False Ceiling E 401,402,404							Req no 99665	
Prepared By	T Madhu							Wo no 68311	
Contractor Name	Abdul quader								
Date:	9.7.2020								
S No.	Item Head	Item Description	Quantity	Units	Rate	Amount	Item Head Total		
1	False Ceiling E 401,402,404								
	E .404	52 % on SUBA 950 sft	1762.00	sft	34.00	59908.00			
2	E 401,402	52 % on SUBA 1220 sft				59908.00			
		Grand total:-							
		Amount in words:- fifty nine thousand nine hundred and eight rupees only.							

Nagabharini
10/07/2020

Purchase Order

Page(s) 1 Of 1

27-06-2020 12:19:36



68311

24.06.20 12:19:12

From Company : **Vista Homes**
5-4-187/3 & 4, IIInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AAGFV2068P1ZJ

Supplier Details

Abdul Qadeer
14-1-96/3/A, Allapur, Borabanda, Hyderabad, Ranga Reddy,
Telangana-500018

GSTIN 36AAUPQ5292N1ZL

9908194281

9908194281

Doc No	68311	99665
Doc Date	26-06-2020	
Quote No	Nil	
Quote Date	26-06-2020	
SupplyType	Supply And Installation	

Kind Attn : Abdul Qadeer

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 6022 - Miscellaneous - False Ceiling - NA - sft Gypsum False Ceiling - Plain	1,762.00	34.00	0.00	18.00	70,691.44
Total Order Value . . .					70,691.44

Rupees : Seventy Thousand Six Hundred Ninty One and Paise Fourty Four Only.

Terms and Conditions :-

Specification / Brand	Above rate as per guideline cir.no.552(a) dtd. 24.10.09 issued by our M.D. and accepted by contractor. Above rates are inclusive of all.
Payment Terms	60% on delivery of all materials, 20% on starting of work and bal. after completion of all works.
Tax	All taxes included in above price.
Delivery Date	Within 4days.
Delivery Location	Vista Homes Sy. No. 193, Kapra, Hyd. From ECIL take left in lane opposite MRR school Phone. Contact: 8790166611
Penalty For Delay	Bills must be submitted to H.O. within 30 days of completion of work. 10% pty on value of order will be deducted for delay in submission of bills.
Transportation Cost	Included in the above price.
Warranty	One year on workmanship
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for E-Block 401,402,404 flats ceiling work pupose.
Completion Date	Work to be completed in 4days. Penalty of 5% of order value per week shall be levied for delay.
Measurment	Payment will be made as per measurement of laid and fixed material. Wastage at suppliers cost.
Security	Supplier shall be responsible for security and storage of material at site at its risk and cost.
Remarks	

For **Vista Homes**

Authorised Signatory

Name :

Accepted the above Terms And Conditions

For **Abdul Qadeer**

Name :

Date : _/_/

Estimate/Draft PO

Page(s) 1 Of 1

26-06-2020 13:56:30

Original / Office Copy / Purchase Div.Copy

From Company : **Vista Homes**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AAGFV2068P1ZJ

Supplier Details

Abdul Qadeer
14-1-96/3/A, Allapur, Borabanda, Hyderabad, Ranga Reddy,
Telangana-500018

GSTIN 36AAUPQ5292N1ZL

9908194281

9908194281

Doc No	68311	99665
Doc Date	26-06-2020	
Quote No	Nil	
Quote Date	26-06-2020	
Supply Type	Supply And Installation	

Kind Attn : Abdul Qadeer

Estimate/Draft PO for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 6022 - Miscellaneous - False Ceiling - NA - sft Gypsum False Ceiling - Plain	1,762.00	34.00	0.00	18.00	70,691.44
Total Order Value . . .					70,691.44

Rupees : Seventy Thousand Six Hundred Ninty One and Paise Fourty Four Only.

Terms and Conditions :-

Specification / Brand	Above rate as per guideline cir.no.552(a) dtd. 24.10.09 issued by our M.D. and accepted by contractor. Above rates are inclusive of all.
Payment Terms	60% on delivery of all materials, 20% on starting of work and bal. after completion of all works.
Tax	All taxes included in above price.
Delivery Date	Within 4days.
Delivery Location	Vista Homes Sy. No. 193, Kapra, Hyd. From ECIL take left in lane opposite MRR school Phone. Contact: 8790166611
Penalty For Delay	Bills must be submitted to H.O. within 30 days of completion of work. 10% pty on value of order will be deducted for delay in submission of bills.
Transportation Cost	Included in the above price.
Warranty	One year on workmanship
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for E-Block 401,402,404 flats ceiling work pupose.
Completion Date	Work to be completed in 4days. Penalty of 5% of order value per week shall be levied for delay.
Measurment	Payment will be made as per measurement of laid and fixed material. Wastage at suppliers cost.
Security	Supplier shall be responsible for security and storage of material at site at its risk and cost.
Remarks	



26/6/20

For **Vista Homes**

Authorised Signatory

Name : _____

Accepted the above Terms And Conditions

For **Abdul Qadeer**

Name : _____

Date : ____/____/____

Requisition Form

Company Name:		VISTA HOMES		Date:		24.06.2020	
Site & Phase :		PHASE-1		Time:		12:40	
Supplier		Abdul Qadeer		Req. No.		99665	
Material required before date:		27-06-2020				57918	
No	Description	Size	Quantity	Units	Inward No	Date	
1	Plain False Ceiling(Gypsum)		1762	Sft			
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
Remarks: For E-Block 401,402,404 Flats False Ceiling Work Purpose.							
Prepared By		T.MADHU		Approved by			
Sign.& Date		24.06.2020		Sign. & Date			

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

