PURCHASE DIVISION,
Advice for approval for credit to contractor

Date:	16/07/2020	Prepared by:	T.D. Murthy
WO no.	66623	WO date.	13/03/2020
Contractor Name	Karunakar Reddy	WO amount – A	Rs. 3,09,750/-
Firm/Company	Villa Orchid LLP	Project name	Villa Orchid
Nature of work	Cement Fiber Board		
Villa/flat/block no.	135,137,130,131,132 & 127.		
Request for payment date	30/06/2020	Request for payment amount – B	Rs. 1,74,615/-
GST on bills – C	Rs. 31,431/-	Total D = B + C	Rs. 2,06,046/-
Work done from	01/06/2020	Work done to	29/06/2020
Sl. No	Bill No.	Bill date	Bill amount
1.	113	10/07/2020	Rs. 2,06,046/-
2.	-	-	-
3.	-	-	-
4.	-	-	-
Amount E - Bills total			Rs. 2,06,046/-
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. 2,06,046/-
Amount J – Difference A-B (should be nil)			Rs. 1,35,135/-
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: **Part bill received. Please consider the bill for processing.**

Please check advance and release the balance payment.

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M.D.	Accounts – receiver of bill	Accountants	Accounts Manager
Sign:	[signature]						
Date	16/7/20.						

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/-

Ph : 9440407992

TAXABLE INVOICE

VELDI KARUNAKAR REDDY

Flooring & Decorative Tiles

8-2-120/120/1/3/A, Road No.10, Banjara Hills, Hyderabad - 500034.

Seller GST No. **36AKGPR0150G1ZD**
State: Telangana State Code : 36.

Invoice No. 113
Invoice Date : 10/07/2020

Details of Receiver / Billed to. Villa orchids LLP ~~to~~
P.O. no: 66623

Address: .... State........ Code........

Buyer GST No.: 36AANFG4817C1ZH

S.No.	Particulars	HSN Code	Qty	Rate	Amount Rs. Ps.
	Sera Bord.		~~262.50~~	~~105~~	~~27562~~
	Villa no. 135		262.50	105	27562
	137		262.50	105	27562
	130		262.50	105	27562
	131		262.50	105	27562
	132		262.50	105	27562
	127		350.50	105	36802
				Total Amount	174615
				Add CGST @ 9 %	15715.3
				Add SGST @ 9 %	15715.3
				Grand Total	206045.6

MODI PROPERTIES PVT. LTD. INWARD No: 67505 Date: 15/7 Sign: SEC'BAD

Rupees in words : Two lakh sixtee thousand fourty five only

Terms & Conditions:

Goods once sold cannot be taken back or exchanged

Subject to Hyderabad Jurisdiction.

All the overdue bill charged @ 24% per annum

For **VELDI KARUNAKAR REDDY**

V Karunakar Reddy

Signature

id: 6729 – 6744

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

Sl. No. – site bills register	10986	Date - site bills Register	30/06/2020
Company Name:	VOC UP	Site:	VOC
Name of Contractor	Karunaker Reddy		
Nature of work	Sera Bnd		
Work done	From Date 01/06/2020	To Date	29/06/2020

Sl. No.	Villa/Flat/block no.	Qty.	Rate	Units	Amount	Contractors bill no
1.	135	262.50	105	Sft	27,562	
2.	137	262.50	105	Sft	27,562	
3.	130	262.50	105	Sft	27,562	
4.	131	262.50	105	"	27,562	
5.	132	262.50	105	"	27,562	
6.	127	350.50	105	Sft	36,802	
7.						
8.						
9.						
10.						
11.	Total:				1,74,615	

Bill required	☐ YES ☐ NO.	GST bill required	☑ YES ☐ NO.
Measurement & estimate sheet:	☐ Required ☐ Not required	Measurement & estimate sheet:	☑ Enclosed ☐ Not enclosed
PO/WO no.	66623	PO/WO date:	13/3/2020

Remarks :

Approved by Project Manager	Approved by Design Team	Approved by M.D.
Date: 30/06/2020	Date: 03/07/2020	Date:
Sign:	Sign:	Sign:

APPROVED BY 03 JUL 2020 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
30 JUN 2020
A. SURESH

Scanned with CamScanner

Measurement Sheet									
Company Name:	Villa orchids LLP								
Project:	Villa Orchids								
Description :	serabaord laying work done villas details					PO No : 66623			
Prepared By:	A Suresh					Approved by:			
Date :	30 June 2020					Sign:			
Name of the Contractor :	Karunaker Reddy								
A									

S No.	Item Head	Item Description	A Length	B Width	C Height	D Nos.	E=AxBxCxD Quantity	F Units	G=Sum of E Item Head Total	Remarks
1	Villa no 135	Serabaord	262.5	1.0	1.0	1.0	262.5	Sft		
2	Villa no 137	Serabaord	262.5	1.0	1.0	1.0	262.5	Sft		
3	Villa no130	Serabaord	262.5	1.0	1.0	1.0	262.5	Sft		
4	Villa no 131	Serabaord	262.5	1.0	1.0	1.0	262.5	Sft		
5	Villa no 132	Serabaord	262.5	1.0	1.0	1.0	262.5	Sft		
6	villa no 127	Serabaord	350.5	1.0	1.0	1.0	350.5	Sft		
									1663.0	

APPROVED BY
30 JUN 2020
A. SURESH
PROJECT MANAGER

Estimate Sheet							
Company Name:	Villa orchids LLP				Approved by:	po no ~~63934~~ 66623	
Project:	VOC				Sign:		
work description:	Sera board alying work done villas details					work done from date	01-06-2020
Prepared By	A Suresh					work done to date	29-06-2020
Contractor Name	Karunaker Reddy						
Date:	30 June 2020						
		A		C	D=AxC	E=Sum of D	
S No.	Item Description	Quantity	Units	Rate	Amount	Item Head Total	Remarks
1.00	Villa no 135	262.50	Sft	105.00	27,562.50		
2.00	Villa no 137	262.50	Sft	105.00	27,562.50		
3.00	Villa no130	262.50	Sft	105.00	27,562.50		
4.00	Villa no 131	262.50	Sft	105.00	27,562.50		
5.00	Villa no 132	**262.50**	Sft	**105.00**	27,562.50		
6.00	Villa no 127	350.50	Sft	105.00	36,802.50		
						1,74,615.00	

APPROVED BY
3 0 JUN 2020
A. SURESH
PROJECT MANAGER

APPROVED BY
0 3 JUL 2020
M. Naveen kumar
Asst. Engineer

Purchase Order

 13/03/2020 1:35:09 PM

66623
12.03.20 2:07:22

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

Supplier Details			
Karunakar Reddy	**Doc No**	66623	63277
8-2-125/120/3A/45, Banjara Hills, Noor Nagar, Road No.10, Hyderabad.	**Doc Date**	13-03-2020	
	Quote No	Nil	
GSTIN 36AKGPR0150G1ZD NA	**Quote Date**	22-10-2018	
NA 9440407992	**SupplyType**	Supply	

Kind Attn : Mr. Karunakar Reddy

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	6163 - Miscellaneous - Cement Fiber board - NA - sft *6" wide x 10' length*	2,500.00	105.00	0.00	18.00	309,750.00
	Total Order Value . . .					**309,750.00**

Rupees : Three Lakh(s) Nine Thousand Seven Hundred Fifty Only.

Terms and Conditions :-

Specification / Brand	Items shall be of V-Plank brand cement fiber board. 8mm thick.
Payment Terms	50% as advance & balance 50% on completion of work.
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 the above price.
Warranty	Nil
Advance Paid	Rs. 1,54,875/- advance 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 Simplex Villa no. 256,258,283to287,135,137,130,131 & 196.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

→ V. no: 256, 258, 283 to 287.
& 196 work is pending
[signature] 13/3/20.

For *Villa Orchids LLP*
Authorised Signatory
Name : [signature]

Accepted the above Terms And Conditions
For *Karunakar Reddy*

Name : ______________

Date : __/__/____

Requisition Form - SERA BOARD			
Company	Villa orchids LLP	Site & Phase	Voc
Req. no.	63277	Req. Date	11.03.2020
Material required before	16.03.2020	ID no.	56257
Prepared by:	A Suresh	Approved by (sign):	
Flat / Block no:	256,258&283 TO 287 & 135 & 137& 130&131&196		
Name of the supplier			
Type B2 1940 Sft 3BHK Order Value:	10 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	Sera bord	Sft	250		250		10	-	####	2,500.0		
	Total							-	####	2,500.0		
	Note : Please issue the work order											

66623

APPROVED BY
12 MAR 2020
SOHAM [illegible]
MANAGING DIRECTOR