PURCHASE DIVISION,
Advice for approval for credit to contractor

Date:	12/08/2020	Prepared by:	T.D. Murthy
WO no.	-	WO date.	-
Contractor Name	Baijnath	WO amount – A	-
Firm/Company	Silver Oak Villas LLP	Project name	SOV - IX
Nature of work	Painting Work		
Villa/flat/block no.	88,29,30,31,32,35,36,37,38 & 51.		
Request for payment date	23/07/2020	Request for payment amount – B	Rs. 13,360/-
GST on bills – C	Rs. 2,405/-	Total D = B + C	Rs. 15,765/-
Work done from	28/05/2020	Work done to	25/06/2020
Sl. No	Bill No.	Bill date	Bill amount
1.	005	11/08/2020	Rs. 15,765/-
2.	-	-	-
3.	-	-	-
4.	-	-	-
		Amount E - Bills total	Rs. 15,765/-
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. 15,765/-
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	**15/08/2020**		
Remarks**: No work order for above bill. Please consider the bill for processing.**			

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M.D.	Accounts – receiver of bill	Accountants	Accounts Manager
Sign:	[signature]						
Date	12/8/20						

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/-

GSTIN : 36AZTPB5838K1ZS **TAX INVOICE** Cell : 9848758770

BAIJNATH

PAINTING WORKS

H.No. 29-1502/10/28, Renuka Nagar, Neredmet, Secunderabad - 500 056.

To,
M/s. Silver Oak Villas LLP

GSTIN. 36ADBFS3288A2Z7.

Inv. No. : 005

Date : 11/8/20

S.No.	PARTICULARS	SAC Code	Qty.	Rate	Amount Rs.	Ps.
1.	Painting work done @ V.no: 88, 29, 30, 31, 32, 35, 36, 37, 38 of 57.	9701	1 L.S.	—	13,360	00
		Total			13,360	00
		CGST@	9%.		1,202	40
		SGST@	9%.		1,202	40
		IGST @			—	
		Grand Total			15,764	80

Rupees in words: Fifteen thousand seven hundred sixty five only.

MODI PROPERTIES PVT. LTD. ★ SEC'BAD ★
INWARD
No: 6817 2
Date: 12/8/20
Sign:

For **BAIJNATH**

Authorised Signatory

TD: 7198 to 7206

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

Sl. No. – site bills register	690		Date - site bills Register		18/7/2020	
Company Name:	SOVLLP		Site:		SOV	
Name of Contractor	Bhajnath					
Nature of work	Painting work					
Work done	From Date	28/5/2020		To Date	25/6/2020.	
Sl. No.	Villa/Flat/block no.	Qty.	Rate	Units	Amount	Contractors bill no
1.	Vno: 88 (finalcoat)	1.00	1000.00	sft	1000.00	
2.	Melamine polish					
3.	Vno: 29, 30, 31, 32,	8.00	1500.00	sft	12000.00	
4.	35, 36, 37, 38					
5.	(one coat) melamine polish					
6.	Vno: 51 (gatepaint)	40.00	9.00	sft	360.00	
7.						
8.						
9.						
10.						
11.	Total:				13,360.00/-	

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: 18 JUL 2020	Date: 23/07/2020	Date: 24 JUL 2020
Sign:	Sign: Nagaluvani	Sign:

APPROVED BY
18 JUL 2020
K. PURSHOTHAM
ASST. PROJECT MANAGER

Notes: 1. This advice must be sent within 7 days of completing work. 2. This form can be used for certifying labour bills, 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
24 JUL 2020
SOHAM MODI
MANAGING DIRECTOR

APPROVED BY
24 JUL 2020
SOHAM MODI
MANAGING DIRECTOR

MEASUREMENT SHEET									
Company Name:		Silver Oak Villas LLP							
Project:		Silver Oak Villas							
Work Description:		**Painting work v.no:- 29,30,31,32,35,36,37,38,88,51**							
Prepared By		G.chandra kanth							
Name of the Contractor		Baijnath							
Date:		18.07.20							
			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
Painting Work									
1	Melamine polish	V no 88(Final coat)	1.00	1.00	1.00	1.00	1.00	Nos	
2	Melamine polish	V no 29,30,31,32,35,36,37,38(one coat)	1.00	1.00	1.00	8.00	8.00	Nos	1.00
3	Gate paint	V no 51	10.00	1.00	4.00	1.00	40.00	Nos	8.00
									40.00

ESTIMATE SHEET

Company Name:		Silver Oak Villas LLP					
Project		Silver Oak Villas					
Work Description		**Painting work v.no:- 29,30,31,32,35,36,37,38,88,51**					
Prepared By		G.chandra kanth					
Name of the Contractor		Baijnath					
Date:		18.07.20					
S No.	Item Head	Item Description	Quantity	Units	Rate	Amount	Item Head Total
Painting Work							
1	Melamine polish	V no 88(Final coat)	1.00	sft	1000.00	1,000.00	
2	Melamine polish	V no 29,30,31,32,35,36,37,38(one coat)	8.00	sft	1500.00	12,000.00	
3	Gate paint	V no 51	40.00	sft	9.00	360.00	
					Total Amount		13,360.00
		Total Amount in Words: Thirteen Thousand Three Sixty Rupees only					

Nagalaxmi
23/07/2020

APPROVED BY
18 JUL 2020
K. PURSHOTHAM
ASST. PROJECT MANAGER