

PURCHASE DIVISION,  
Advice for approval for credit to contractor

|                                                                                                                                                |                                                                                                                                                                   |                                |                     |
|------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|---------------------|
| Date:                                                                                                                                          | 29/08/2020                                                                                                                                                        | Prepared by:                   | T.D. Murthy         |
| WO no.                                                                                                                                         | -                                                                                                                                                                 | WO date.                       | -                   |
| Contractor Name                                                                                                                                | Praveen Babu Mylaram                                                                                                                                              | WO amount – A                  | -                   |
| Firm/Company                                                                                                                                   | Nilgiri Estates                                                                                                                                                   | Project name                   | NE                  |
| Nature of work                                                                                                                                 | Painting work                                                                                                                                                     |                                |                     |
| Villa/flat/block no.                                                                                                                           | Compound wall South, West & North side.                                                                                                                           |                                |                     |
| Request for payment date                                                                                                                       | 21/07/2020                                                                                                                                                        | Request for payment amount – B | Rs. 17,095/- ✓      |
| GST on bills – C                                                                                                                               | Rs. 3,076/- ✓                                                                                                                                                     | Total D = B + C                | Rs.20,171/- ✓       |
| Work done from                                                                                                                                 | -                                                                                                                                                                 | Work done to                   | -                   |
| Sl. No                                                                                                                                         | Bill No.                                                                                                                                                          | Bill date                      | Bill amount         |
| 1.                                                                                                                                             | 107                                                                                                                                                               | 13/08/2020                     | Rs.20,171/- ✓       |
| 2.                                                                                                                                             | -                                                                                                                                                                 | -                              | -                   |
| 3.                                                                                                                                             | -                                                                                                                                                                 | -                              | -                   |
| 4.                                                                                                                                             | -                                                                                                                                                                 | -                              | -                   |
| Amount E - Bills total                                                                                                                         |                                                                                                                                                                   |                                | Rs.20,171/- ✓       |
| 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.20,171/- ✓       |
| Amount J – Difference A-B (should be nil)                                                                                                      |                                                                                                                                                                   |                                | -                   |
| Amount K – Difference D-E-F (should be nil)                                                                                                    |                                                                                                                                                                   |                                | -                   |
| Quantity received as per WO                                                                                                                    | <input type="checkbox"/> Yes <input type="checkbox"/> Excess received <input type="checkbox"/> Short received <input checked="" type="checkbox"/> Explained below |                                |                     |
| Difference between A & B acceptable                                                                                                            | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (explained below)                                                                             |                                |                     |
| Excess / short material received                                                                                                               | <input type="checkbox"/> Approved - within acceptable limits <input type="checkbox"/> No (explained below),                                                       |                                |                     |
| Close WO                                                                                                                                       | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No – wait for balance material <input type="checkbox"/> No (explained below)                     |                                |                     |
| Advance paid / PDC given (deduct when paying)                                                                                                  | <input type="checkbox"/> Yes – Rs. /- <input checked="" type="checkbox"/> No                                                                                      |                                |                     |
| Payment – due date                                                                                                                             | 05/09/2020                                                                                                                                                        |                                |                     |
| Remarks: <b>No work order for above bill. Please consider the bill for processing.</b> ✓                                                       |                                                                                                                                                                   |                                |                     |
| Approved by                                                                                                                                    | Purchase Officer                                                                                                                                                  | Purchase Manager               | Procurement Manager |
| Sign:                                                                                                                                          |                                                                                |                                |                     |
| Date                                                                                                                                           | 29/08/20                                                                                                                                                          |                                |                     |

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/-

**TAX INVOICE**

To, Murthy Sir.

**PRAVEEN BABU MYLARAM**

H No.29-533, Vinayak Nagar, Neredmet Malkajgiri, Hyderabad – 500 056 Telangana

GSTIN NO: 36CYSPM5458E1ZV

| Company Name: <u>Nilgini Estates</u>                          |                                                                                                        | Invoice No: <u>107</u>                  |      | Invoice Date: <u>13/08/2020</u> |           |
|---------------------------------------------------------------|--------------------------------------------------------------------------------------------------------|-----------------------------------------|------|---------------------------------|-----------|
| Address: <u>Rampay.</u>                                       |                                                                                                        |                                         |      |                                 |           |
| Company GST No. <u>36AHNO766F1ZA</u>                          |                                                                                                        | Service Provided: <u>Painting Works</u> |      |                                 |           |
| S. No.                                                        | Particulars                                                                                            | Qty                                     | Unit | Rate                            | Amount    |
| ①                                                             | Primer + 1 Load Acepaint for Compound wall for South, North. West Side painting work for Banquet hall. | 2270                                    | sft  | 4.00                            | 9,160.00  |
|                                                               |                                                                                                        | 1380                                    | sft  | 5.75                            | 7,935.00  |
| SUBTOTAL                                                      |                                                                                                        |                                         |      |                                 | 17,095.00 |
| CGST @ 9%                                                     |                                                                                                        |                                         |      |                                 | 1538.00   |
| SGST @ 9%                                                     |                                                                                                        |                                         |      |                                 | 1538.00   |
| GRAND TOTAL                                                   |                                                                                                        |                                         |      |                                 | 20,171.00 |
| Rupees : <u>Twenty Thousand one Hundred Seventy one only.</u> |                                                                                                        |                                         |      |                                 |           |



*Praveen*  
For Praveen Babu Mylaram

**TERMS & CONDITIONS**

1. Payment strictly by account payee cheque favouring PRAVEEN BABU MYLARAM.
2. Subject to Secunderabad Jurisdiction only.

GST Bill

9920

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

|                               |                                                                                    |                               |                                                                                    |
|-------------------------------|------------------------------------------------------------------------------------|-------------------------------|------------------------------------------------------------------------------------|
| Sl. No. - site bills register | 1093                                                                               | Date - site bills Register    | 21/07/20                                                                           |
| Company Name:                 | NE                                                                                 | Site:                         | NE                                                                                 |
| Name of Contractor            | M. Praveen Babu                                                                    |                               |                                                                                    |
| Nature of work                | Painting block                                                                     |                               |                                                                                    |
| Work done                     | From Date                                                                          | To Date                       |                                                                                    |
| Sl. No.                       | Villa/Flat/block no.                                                               | Qty.                          | Rate                                                                               |
| 1.                            | Primer + 1 coat                                                                    | 2290.00                       | 4.00                                                                               |
| 2.                            | ACE paint for                                                                      |                               |                                                                                    |
| 3.                            | compound wall                                                                      |                               |                                                                                    |
| 4.                            | for South North                                                                    |                               |                                                                                    |
| 5.                            | West Side                                                                          |                               |                                                                                    |
| 6.                            | painting block                                                                     | 1380.00                       | 5.75                                                                               |
| 7.                            | for banquet                                                                        |                               |                                                                                    |
| 8.                            | hall                                                                               |                               |                                                                                    |
| 9.                            |                                                                                    |                               |                                                                                    |
| 10.                           |                                                                                    |                               |                                                                                    |
| 11.                           | Total:                                                                             |                               | Rs. 1095/-                                                                         |
| Bill required                 | <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO.               | GST bill required             | <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO.               |
| Measurement & estimate sheet: | <input checked="" type="checkbox"/> Required <input type="checkbox"/> Not required | Measurement & estimate sheet: | <input checked="" type="checkbox"/> Enclosed <input type="checkbox"/> Not enclosed |
| PO/WO no.                     |                                                                                    | PO/WO date:                   |                                                                                    |
| Remarks :                     | Work Completed                                                                     |                               |                                                                                    |
| Approved by Project Manager   | Approved by Design Team                                                            | Approved by M.D.              |                                                                                    |
| Date: 21/7/20                 | Date: 24/07/2020                                                                   | Date: 24 JUL 2020             |                                                                                    |
| Sign: [Signature]             | Sign: Naveen Kumar                                                                 | Sign: [Signature]             |                                                                                    |

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:     |                            | Nilgiri Estates                                                |        |       | Approved by: Vijay Raj |      |          |       |                 |
| Project:          |                            | Nilgiri Estate                                                 |        |       |                        |      |          |       |                 |
| Work Description: |                            | Compound Wall Painting Work At Clubhouse & Villa No 184 to 185 |        |       |                        |      |          |       |                 |
| Contractor:       |                            | M.Praveen Babu                                                 |        |       |                        |      |          |       |                 |
| Prepared By:      |                            | T. Rahul                                                       |        |       |                        |      |          |       |                 |
| Date:             |                            |                                                                |        |       |                        |      |          |       |                 |
|                   |                            |                                                                |        |       |                        |      |          |       |                 |
| S No.             | Item Head                  | Item Description                                               | Length | Width | Height                 | No's | Quantity | Units | Item Head Total |
| 1                 | Primer + 01 Coat ACE Paint | Pinting work for c/wall for South Side                         | 206.00 | 1.00  | 5.00                   | 1.00 | 1030.00  | Sft   |                 |
|                   |                            | Painting work for c/wall for North Side                        | 148.00 | 1.00  | 5.00                   | 1.00 | 740.00   | Sft   |                 |
|                   |                            | Painting work for c/wall for West Side                         | 104.00 | 1.00  | 5.00                   | 1.00 | 520.00   | Sft   |                 |
|                   |                            |                                                                |        |       |                        |      |          | Sft   | 2290.00         |
| 2                 | 01 Coat OBD Paint          | Painting Work for Banquet Hall                                 | 37.00  | 1.00  | 10.00                  | 2.00 | 740.00   | Sft   |                 |
|                   |                            |                                                                | 32.00  | 1.00  | 10.00                  | 2.00 | 640.00   | Sft   |                 |
|                   |                            |                                                                |        |       |                        |      |          | Sft   | 1380.00         |
|                   |                            |                                                                |        |       |                        |      |          |       |                 |

| ESTIMATE SHEET    |                            |                                                                |          |       |                        |          |                 |
|-------------------|----------------------------|----------------------------------------------------------------|----------|-------|------------------------|----------|-----------------|
| Company Name:     |                            | Nilgiri Estates                                                |          |       | Approved by: Vijay Raj |          |                 |
| Project:          |                            | Nilgiri Estate                                                 |          |       |                        |          |                 |
| Work Description: |                            | Compound Wall Painting Work At Clubhouse & Villa No 184 to 185 |          |       |                        |          |                 |
| Contractor:       |                            | M.Praveen Babu                                                 |          |       |                        |          |                 |
| Prepared By:      |                            | T. Rahul                                                       |          |       |                        |          |                 |
| Date:             |                            |                                                                |          |       |                        |          |                 |
|                   |                            |                                                                |          |       |                        |          |                 |
| S No.             | Item Head                  | Item Description                                               | Quantity | Units | Rate                   | Amount   | Item Head Total |
| 1                 | Primer + 01 Coat ACE Paint | 4" B.work for c/wall for South Side                            | 1030.00  | Sft   | 4.00                   | 4120.00  |                 |
|                   |                            | 4" B.work for c/wall for North Side                            | 740.00   | Sft   | 4.00                   | 2960.00  |                 |
|                   |                            | 4" B.work for c/wall for West Side                             | 520.00   | Sft   | 4.00                   | 2080.00  |                 |
|                   |                            |                                                                |          |       |                        |          |                 |
| 2                 | 01 Coat OBD Paint          | Painting Work for Banquet Hall                                 | 1380.00  | Sft   | 5.75                   | 7935.00  |                 |
|                   |                            |                                                                |          |       |                        |          |                 |
|                   |                            |                                                                |          |       | TOTAL:                 | 17095.00 |                 |

*Manikanta*  
22/07/2022

Certified by:  
  
 Project Manager  
 Nilgiri Estates