PURCHASE DIVISION,
Advice for approval for credit to contractor

Date:	03/09/2020	Prepared by:	T.D. Murthy
WO no.	-	WO date.	-
Contractor Name	N Interior Designs	WO amount – A	-
Firm/Company	Villa Orchid LLP	Project name	VOC
Nature of work	Painting work		
Villa/flat/block no.	196 & 294		
Request for payment date	26/08/2020	Request for payment amount – B	Rs. 61,290/-/-
GST on bills – C	Rs. 11,032/-	Total D = B + C	Rs. 72,322/-
Work done from	10/07/2020	Work done to	30/07/2020
Sl. No	Bill No.	Bill date	Bill amount
1.	01	01/08/2020	Rs. 72,322/-
2.	-	-	-
3.	-	-	-
4.	-	-	-
		Amount E - Bills total	Rs. 72,322/-

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. 72,322/-
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	**05/09/2020**

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]	[signature]					
Date	3/9/20	3/9/20					

APPROVED 04 AUG 2020 MANISH PARIKH ... PROCUREMENT

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

N INTERIOR DESIGNS

LIG 189, APHB Colony, Moula-Ali, Hyderabad 500040

Ph: +91 8885504888 ; E-mail id : nageshyadavchappidi1@gmail.com

GSTIN: 36AKDPC9548C1ZB

Buyer: VILLA ORCHIDS LLP

Address: 5-4-187/3 & 4, 2nd Floor, M.G Road,

Secunderabad - 500003

GSTIN: 36AANFG4817C1ZH

Phone: 9618244433

Invoice Date : 01-08-2020

Invoice No. : N/20-21/T/01

S.No	ITEM	HSN / SAC	Qty.	UOM	Taxable Value	CGST		SGST		IGST		Net Amount
						Rate %	Value	Rate %	Value	Rate %	Value	
1	PAINTING WORK FOR VILLA NO 196 & 294	998391	2	0	61,290	9.00	5,516	9.00	5,516			72,322
Total					**61,290**		**5,516**		**5,516**		**-**	**72,322**

68472
24/8

Invoice Amt in words : Seventy Two Thousand Three Hundred and Twenty Two Rupees

Bank Details:	GST %	Taxable Amount	CGST		SGST		IGST	
			Rate	Amount	Rate	Amount	Rate	Amount
Bank Name : SBI BANK								
Account No : 20167384849	0%	-	-	-	-	-	-	-
IFSC Code : SBIN0020760	5%	-	-	-	-	-	-	-
Branch : CHERLAPALLY	18%	61,290	9	5,516	9	5,516	18	-

Gross Amount	61,290
Add: CGST	5,516
Add: SGST	5,516
Add: IGST	-
Total Amount :	**72,322**

Terms & Conditions:-

FOR N INTERIOR DESIGNS

Authorised Signatory

N INTERIOR DESIGNS HYD-40

IP: 7017, 7018

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

Sl. No. – site bills register	11028	Date - site bills Register	31/07/2020
Company Name:	VOC UP	Site:	VOC
Name of Contractor	Chappidi. Nageswara BABU		
Nature of work	PAINTING Work		
Work done	From Date 10/7/2020	To Date	30/07/2020

Sl. No.	Villa/Flat/block no.	Qty.	Rate	Units	Amount	Contractors bill no
1.	196	1585	18/-	Sft	28510	
2.	294	1820	18/-	Sft	32,760	
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						
11.	Total:				61,290/-	

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: 31/07/2020	Date: 26/8/2020	Date:
Sign:	Sign: Nagalaxmi	Sign:

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
26 AUG 2020
MANAGING DIRECTOR

APPROVED BY
31 JUL 2020
R. SURESH
PROJECT MANAGER

Measurement Sheet										
Company Name:		Villa Orchids LLP								
Project:		Villa Orchids								
Description :		Painting work done villas details								
Prepared By:		A Suresh								
Date :		31-Jul-2020								
Name of the Contractor :		CHAPPIDI. NAGESH BABU								
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
1.0	V.No 196	Stage I & II work	1,585.0	1.0	1.0	1.0	1,585.0	Sft	1,585.0	
2.0	V.No : 294	Stage I & II work	1,820.0	1.0	1.0	1.0	1,820.0	Sft	1,820.0	
									-	

APPROVED BY

31 JUL 2020

A. SURESH
PROJECT MANAGER

Estimate Sheet							
Company Name:		Villa orchids LLP					
Project:		Villa Orchids				Approved by:	
work description:		Painitng work done villas Details				Sign	
Prepared By :		Md Anwar Baig				work start date	10-Jul-2020
Contractor Name :		Chappidi. Nagesh Babu				work end date	30-Jul-2020
Date:		28-Jul-2020					
		A		C	D=AxC	E=Sum of D	
S No.	Item Description	Quantity	Units	Rate	Amount	Item Head Total	Remarks
1	V .No 196	1,585	Sft	18	28,530		
2	V .No 294	1,820	Sft	18	32,760		
						61,290	

APPROVED BY
3 1 JUL 2020
A. SURESH
PROJECT MANAGER