PURCHASE DIVISION,
Advice for approval for credit to contractor

Date:	28/09/2020	Prepared by:	T.D. Murthy	
WO no.	-	WO date.	-	
Contractor Name	Sandeep Kumar Nishad	WO amount – A	-	
Firm/Company	Silver Oak Villas LLP	Project name	SOV - IX	
Nature of work	Maindoor Polishing			
Villa/flat/block no.	33,60,61,62,66,69,70,71,77,78,81,85,2,12,17,15,19,26,28,41,50 & 95.			
Request for payment date	03/09/2020	Request for payment amount – B	Rs. 28,000/-	
GST on bills – C	Rs. /-	Total D = B + C	Rs. 28,000/-	
Work done from	-	Work done to	-	
Sl. No	Bill No.	Bill date	Bill amount	
1.	2120	08/12/2018	Rs. 5,215/-	
2.	82	14/07/2020	Rs. 3,788/-	
3.	3450	09/03/2020	Rs. 4,852/-	
4.	-	-	-	
		Amount E - Bills total	Rs. 13,855/-	
Amount F - Voucher payment amount F (D-E) – 40% labour charges, 40% allowance for consumables and 20% transport charges – or as per guidelines			Rs. 14,145-	
Amount G - Other Credits :			-	
Amount H - Other Debits :			-	
Amount I - to be credited to the contractor (E+F+G-H)			Rs. 28,000/-	
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	**03/10/2020**			
Remarks: **No work order for above bill.**				

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M.D.	Accounts – receiver of bill	Accountants	Accounts Manager
Sign:	[signature]	[signature]	APPROVED 28 SEP 2020 MINISH PARIKH MANAGER PROCUREMENT				
Date	28/9/20	28/9					

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/-

Bill for Labour Charges

Mr. Sandeep Kumar Nishad, Painter.
Hyderabad.

Date: 28/09/2020

In favour of: Silver Oak Villas LLP,
Project/Site: SOV - IX,
Location: Cherlapally.

Type of Work: Polishing Work
Towards: Allowance for Labour Charges

Sl.No	Description	Amount in Rs.
01	Towards allowance for Labour Charges for Polishing work for villas 33,60,61,62,66,69,70,71,77,78,81,85,2,12,17,15,19,26, 28,41,52 & 95 of SOV - IX, Located at Cherlapally. Work done by Mr. Sandeep Kumar Nishad, Painter. From date: , To date: .	5,658 - 00

Amount in words: Rupees Five thousand six hundred and fifty eight only.

Signature :..

Bill for Consumable Charges

Mr. Sandeep Kumar Nishad, Painter.
Hyderabad.

Date: 28/09/2020

In favour of: Silver Oak Villas LLP,
Project/Site: SOV - IX,
Location: Cherlapally.

Type of Work: Polishing Work
Towards: Allowance for Consumable Charges

Sl.No	Description	Amount in Rs.
01	Towards allowance for Consumable Charges for Polishing work for villas 33,60,61,62,66,69,70,71,77,78,81,85,2,12,17,15,19,26, 28,41,52 & 95 of SOV - IX, Located at Cherlapally. Work done by Mr. Sandeep Kumar Nishad, Painter. From date: , To date: .	2,829 - 00

Amount in words: Rupees Two thousand eight hundred and twenty nine only.

Signature:___________________

Bill for Equipment Charges

Mr. Sandeep Kumar Nishad, Painter.
Hyderabad.

Date: 28/09/2020

In favour of: Silver Oak Villas LLP,
Project/Site: SOV - IX,
Location: Cherlapally.

Type of Work: Polishing Work
Towards: Allowance for Equipment Charges

Sl.No	Description	Amount in Rs.
01	Towards allowance for Equipment Charges for Polishing work for villas 33,60,61,62,66,69,70,71,77,78,81,85,2,12,17,15,19,26, 28,41,52 & 95 of SOV - IX, Located at Cherlapally. Work done by Mr. Sandeep Kumar Nishad, Painter. From date: , To date: .	5,658 - 00

Amount in words: Rupees Five thousand six hundred and fifty eight only.

Signature:____________________

GST No. 36ATHPK3421H1ZV

CASH / CREDIT BILL

SGTC

SRI GIRIRAJ TRADING Co.

Specialist in : POLISH ITEMS

Stockists in : Asian Paints, ESDEE Paints, Sheenlac Paints Etc.

3-2-691, Rahamanthbagh,
Chappal Bazar, Kachiguda,
Hyderabad - 27.
Cell : 9246520051
9246520052

M/s. Silver Oak Villas LLP
(Cherapally)

Party GST No. : 36ADBF53288A2Z7

Invoice No. 2120 Date : 8/12/18

Your Order No :

State Code :

Sr No.	Description	HSN No.	Qty.	Rate	Total Value
1	4 Ltr PU gloss	3208	1	2070	2070
2	2 Ltr PU Matt	3208	2	475	950 —
3	16 pcs x 20mm Mosquito	4811	16	15	240
6	10 Ltr Disc	3814	2	580	1160 —

INWARD
Inward No. 11574 Dt: 13/12/18
MRN No: Dt:
Received By Sign: 13/12
SILVER OAK VILLAS LLP

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No: 69641
Date: 28/9/17
Sign:

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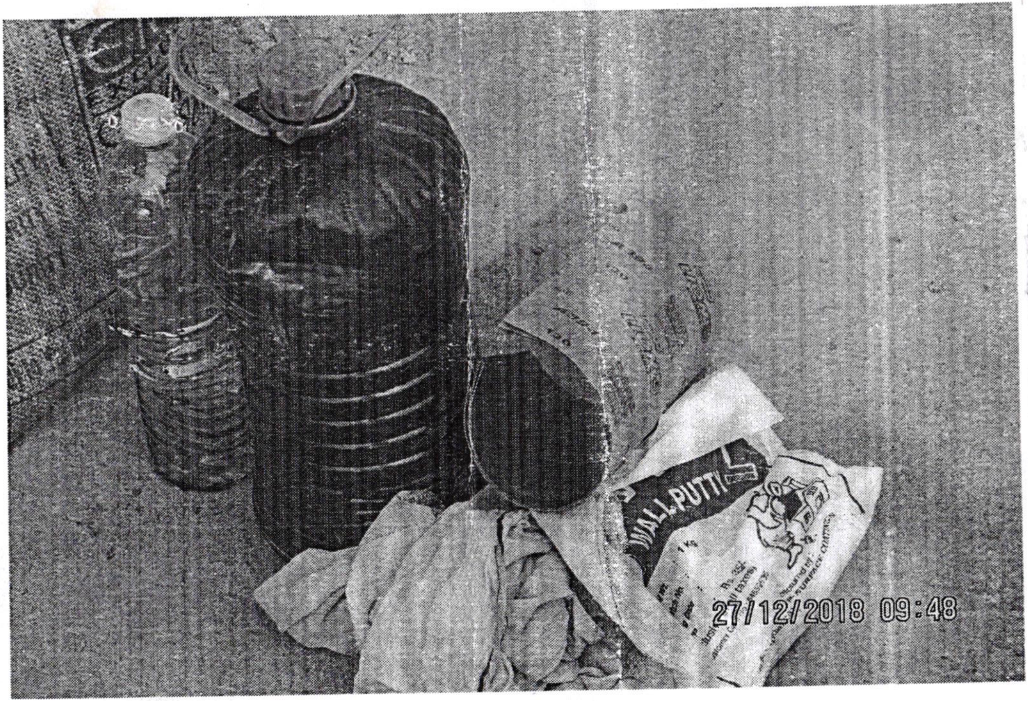
Rupees in words :

Total		4420
Add SGST	9%	397=80
Add CGST	9%	397=80
~~Add IGST~~	No	5215=60
		(-) =60
Gross Amount		5215 —

Bank Name : IDBI BANK
IFSC Code : IBKL0000594
A/c. No. 0594102000004756
Branch : Kachiguda

Goods once sold will not be taken back
All disputes are subject to Hyderabad Jurisdiction only.
E & O E

For SRI GIRIRAJ TRADING Co.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27/12/2018 09:48

GST No. 36ATHPK3421H1ZV

CASH / CREDIT BILL

SGTC

SRI GIRIRAJ TRADING Co.

Specialist in : POLISH ITEMS

Stockists in : Asian Paints, ESDEE Paints, Sheenlac Paints Etc.

3-2-479, Opp. St. Meera School,
Nimboliadda, Kachiguda, Hyderabad-27.
Cell : 9246520052, 9246520051.

M/s. Silver oare villas LLP

Invoice No. [redacted] Date : 14-7-2025

82

Your Order No :

Party GST No. : 36ADBF53288A2Z7

State Code :

Sr No.	Description	HSN No.	Qty.	Rate	Total Value
	4 lt PU MA glossy	3208		1710/-	1710
	2 lt PU Ext mat	3208		530/-	1060-
	3 lt PU Th	3814.		440/-	440

INWARD WITH TIME: 11/7/20
Inward No. 14470 Dt: 11/7/20
MRN No: Dt:
Received By: Sign:
SILVER OAK VILLAS LLP

PROPERTIES P... INWARD No: 69662 Date: 28/9/20 Sign: SEC'BAD

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Total	3210
Add SGST	289 -
Add CGST	289 -
~~Add IGST~~	-
Gross Amount	3788

Rupees in words :

Bank Name : IDBI BANK
IFSC Code : IBKL0000594
A/c. No. 0594102000004756
Branch : Kachiguda

Goods once sold will not be taken back
All disputes are subject to Hyderabad Jurisdiction only.
E & O E

For SRI GIRIRAJ TRADING Co.


25

No. 36ATHPK3421H1ZV

CASH / CREDIT BILL

SGTC

SRI GIRIRAJ TRADING Co.

Specialist in : POLISH ITEMS

Stockists in : Asian Paints, ESDEE Paints, Sheenlac Paints Etc.

3-2-479, Opp. St. Meera School,
Nimboliadda, Kachiguda, Hyderabad-27.
Cell : 9246520052, 9246520051.

M/s. Silver Oak Villas LLP

Invoice No. 3450 Date : 9-3-20

Your Order No :

Party GST No. : 36ADBFS3288Q2Z7

State Code :

Sr No.	Description	HSN No.	Qty.	Rate	Total Value
	2 x 4 ltr PU Int matt			1760/-	3520
	4 ltr PU Th.			148/-	592

INWARD WITH TIME:
Inward No. 13912 Dt: 9/3/20
MRN No: Dt:
Received By: Sign:
SILVER OAK VILLAS LLP

MODI PROPERTIES PVT. LTD.
INWARD
No: 69643
Date: 25/9/20
Sign:
SEC BAD

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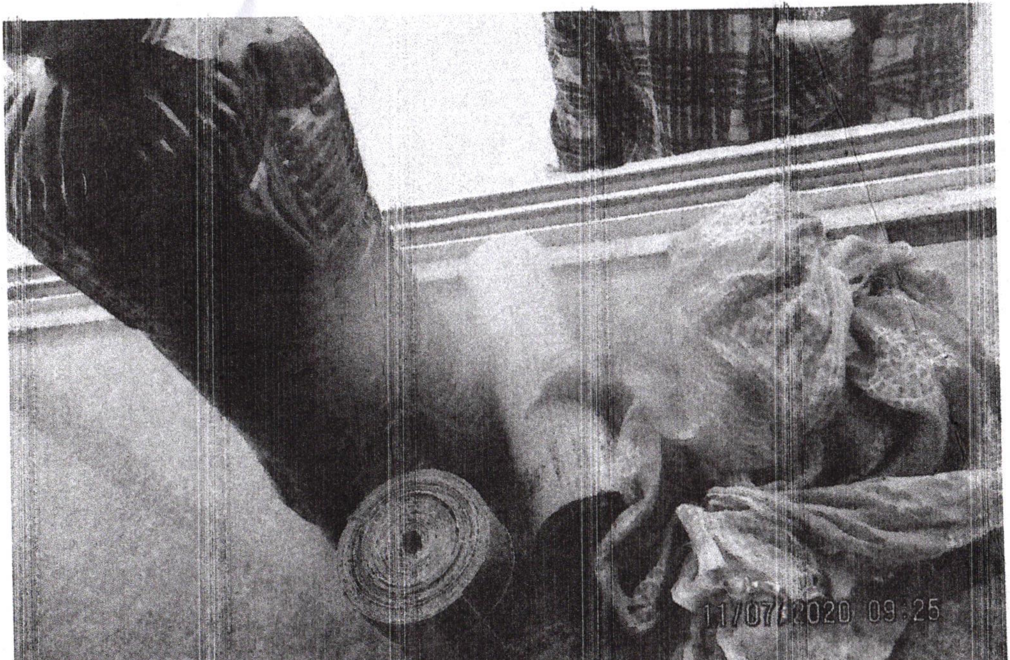
Total	4112
Add SGST 9%	370
Add CGST 9%	370
Add IGST	—
Gross Amount	4852=00

Rupees in words :

Bank Name : IDBI BANK
IFSC Code : IBKL0000594
A/c. No. 0594102000004756
Branch : Kachiguda

Goods once sold will not be taken back
All disputes are subject to Hyderabad Jurisdiction only.
E & O E

For SRI GIRIRAJ TRADING Co.


11/07/2020 09:25

TD: 7405 to 7426

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

Sl. No. – site bills register	731.	Date - site bills Register	28-08-20
Company Name:	SOUP	Site:	SOU
Name of Contractor	Sandeep kumar Nishad		
Nature of work	maindoor Polish work		
Work done	From Date	To Date	

Sl. No.	Villa/Flat/block no.	Qty.	Rate	Units	Amount	Contractors bill no
1.	main door 1st					
2.	coating. V.No-	12.	1500/-	nos	18,000/-	
3.	33, 60, 61, 62, 66, 69,					
4.	70, 71, 77, 78, 81, 85					
5.						
6.	Final coating with	10	1000/-	nos	10,000/-	
7.	V.No-2, 12, 14, 15,					
8.	19, 26, 28, 41, 50,					
9.	95					
10.						
11.	Total:				28,000/-	

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: 28 AUG 2020	Date: 03/09/2020	Date:
Sign:	Sign: Nagalaxmi	Sign:

APPROVED BY
K. PURUSHOTHAM
ASST. PROJECT MANAGER

APPROVED BY
-4 SEP 2020
SOHAM MODI
MANAGING DIRECTOR

Notes: 1. This form 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:		SIlver Oak Villas LLP				Approved by:			
Project:		Silver Oak Villas				Sign:			
Work Description:		**Main Door Polishing work**							
Contractor Name		Sandeep Kumar Nishad							
Prepared By		B.Meenakshi							
Date:		28-08-2020							
S No.	Item Head	Item Description	Length	Width	Height	Nos.	Quantity	Units	Item Head Total
1	Main Door	First coating V.no 33,60,61,62,66,69 ,70,71,77,78,81,85	1.00	1	1.00	12.00	12.00	nos	12.00
2	Main Door	Final Coating v illa no 2,12,17,15,19,26,28 ,41,50,95	1.00	1	1.00	10.00	10.00	nos	10.00

ESTIMATE SHEET								
Company Name:		Silver Oak Villas LLP						
Project:		Silver Oak Villas						
Work Description:		Main Door Polishing work						
Name of the Contractor		Sandeep Kumar Nishad						
Prepared By		B.Meenakshi						
Date:		28-08-2020						
S No.	Item Head	Item Description	Quantity	Units	Rate	Amount	Item Head	Total
1	Main Door	First coating V.no 33,60,61,62,66,69 ,70,71,77,78,81,85	12.00	nos	1,500.00	18,000.00		
2	Main Door	Final Coating v illa no 2,12,17,15,19,26,28 ,41,50,95	10.00	nos	1,000.00	10,000.00		
								28,000.00
		Total Amount in words : Twenty Eight thousand only						

APPROVED BY
28 AUG 2020
K. PURSHOTHAM
ASST. PROJECT MANAGER

Nagalaxmi
03/09/2020