PURCHASE DIVISION,
Advice for approval for credit to contractor

Date:	20/10/2020	Prepared by:	T.D. Murthy
WO no.	70334	WO date.	12/09/2020
Contractor Name	Karunakar Reddy	WO amount – A	Rs. 4,64,625/-
Firm/Company	Silver Oak Villas LLP	Project name	SOV - IX
Nature of work	Cement Fiber Board		
Villa/flat/block no.	82,73,74,75 & 76.		
Request for payment date	25/09/2020	Request for payment amount – B	Rs. 3,18,613/-
GST on bills – C	Rs. 57,350/-	Total D = B + C	Rs. 3,75,963/-
Work done from	01/08/2020	Work done to	10/09/2020
Sl. No	Bill No.	Bill date	Bill amount
1.	131	12/10/2020	Rs. 3,75,963/-
2.	-	-	-
3.	-	-	-
4.	-	-	-
		Amount E - Bills total	Rs. 3,75,963/-
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. 3,75,963/-
Amount J – Difference A-B (should be nil)			Rs. 1,46,012/-
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. 2,32,313/-** ☐ No
Payment – due date	**24/10/2020**

Remarks**: Estimate and measurement sheet is attached.**

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M.D.	Accounts – receiver of bill	Accountants	Accounts Manager
Sign:	[signature]	[signature]	[signature]				
Date	20/10/20	21/10	20/10/2020				

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/-

TAXABLE INVOICE

Ph : 9440407992

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. 131 Invoice Date : 12/10/2020

Details of Receiver / Billed to. Silver oak Villas LLP

Address:

Buyer GST No.: 36 ABFS3288A227 State Code

S.No.	Particulars	HSN Code	Qty	Rate	Amount Rs. Ps.
	Sera board				
	V. No. 75 (2BHK)		519.	105	54537
	V. No. 82.74.76 (3BHK)		1719	105	180495
	V. No. 73 (4BHK)		796	105.	83580

MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No: 70212 Date: 20/10/20 Sign: Neha

Rupees in words : three lackh seventy five thousand nen hundred sixty three only	Total Amount	318613
	Add CGST @ 9 %	28675.17
	Add SGST @ 9 %	28675.17
	Grand Total	375963.34

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: 7449 to 7453

Construction division.
Advice for giving credit to contractors suppliers.

Sl. No. - site bills register	756	Date - site bills Register	16-09-20
Company Name:	SOVLLP	Site:	SOV
Name of Contractor	Karunakar Reddy.		
Nature of work	Cladding work		
Work done	From Date 01/08/2020	To Date	10/09/2020

Sl. No.	Villa Flat block no	Qty	Rate	Units	Amount	Contractors bill no
1.	V.NO-75-2BHK	519.	105/-	sft	54,537/-	
2.						
3.	V.NO-82,74,71.	1719	105/-	sft	180,495/-	
4.	3BHK					
5.						
6.	V.NO-73 (4BHK)	796	105/-	sft	83,580/-	
7.						
8.						
9.						
10.						
11.	Total:				3,18,613/-	

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:	Date: 25/09/2020	Date:
Sign:	Sign: Nagalaxmi	Sign:

APPROVED BY
[illegible]8 SEP 2020
PURSHOTHAM
ASST. PROJECT MANAGER

Notes: 1. [illegible] advice [illegible] 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 N.A. 4. Estimate and measurement sheets are not required for turnkey jobs where the terms [illegible] are clearly given.

APPROVED BY
26 SEP 2020
SOHAM MODI
MANAGING DIRECTOR

MEASUREMENT SHEET								
Company Name:		SIlver Oak Villas LLP				Approved by:		
Project:		Silver Oak Villas				Sign:		
Work Description:		Cladding Work						
Contractor Name		Karunakar Reddy						
Prepared By		B Meenakshi						
Date:		16-09-2020						

S No.	Item Head	Item Description	Length	Width	Height	Nos.	Quantity	Units	Item Head Total
1	**Cladding Work V NO- 75**	Front Side elevation	16.75	1.00	22.50	1.00	376.88	Sft	
	(2bhk Villa)	South side elevation	9.00	1.00	22.50	1.00	202.50	Sft	
		Deducation of window &	5.33	1.00	9.00	1.00	47.97	Sft	
		Elevation Beam	3.00	1.00	4.00	1.00	12.00	Sft	
									519.41
2	**Cladding Work V NO- 82,74,76**	Front Side elevation	14.00	1.00	23.00	3.00	966.00	Sft	
	(3 bhk Villa)	South side elevation	13.00	1.00	23.00	3.00	897.00	Sft	
		Deducation of window	6.00	1.00	4.00	6.00	144.00	Sft	
									1,719.00
3	**Cladding Work V NO- 73**	Front Side elevation	17.00	1.00	32.00	1.00	544.00	Sft	
	(4 bhk Villa)	South side elevation	9.00	1.00	32.00	1.00	288.00	Sft	
		Deducation of window	3.00	1.00	4.00	3.00	36.00	Sft	
									796.00

ESTIMATE SHEET

Company Name	Silver Oak Villas LLP
Project	Silver Oak Villas
Work Description:	Cladding Work
Name of the Contractor	Karunakar Reddy
Prepared By	B Meenakshi
Date	16-09-2020

S No.	Item Head	Item Description	Quantity	Units	Rate	Amount	Item Head Total
1	Cladding Work	V no 75 (2bhk)	519.41	Sft	105.00	54537.53	
2	Cladding Work	V no 82,74,76(3bhk)	1719.00	Sft	105.00	180495.00	
3	Cladding Work	V no 73 (4bhk)	796.00	Sft	105.00	83580.00	
							3,18,613

Total Amount in words: Three Lakhs Eighteen Thousand Six Hundered Thrteen Rupees Only

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

Purchase Order

12-09-2020 14:25:57

70334
08.09.20 12:18:45

From Company : **Silver Oak Villas LLP**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36ADBFS3288A2Z7

Supplier Details			
Karunakar Reddy 8-2-125/120/3A/45, Banjara Hills, Noor Nagar, Road No.10, Hyderabad.	**Doc No**	70334	155985
	Doc Date	12-09-2020	
GSTIN 36AKGPR0150G1ZD NA	**Quote No**	Nil	
NA 9440407992	**Quote Date**	22-10-2018	
	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*	3,750.00	105.00	0.00	18.00	464,625.00
					Total Order Value . . .	**464,625.00**

Rupees : Four Lakh(s) Sixty Four Thousand Six Hundred Twenty Five 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 7days.
Delivery Location	Silver Oak Villas Phase - IX Sy. No. 291, Cherlapally, Hyderabad, next to Govt. of india mint Phone. Contact: Security 65908777, 9502288244 Sanjay
Penality For Delay	Nil
Transportation Cost	Included in the above price.
Warranty	Nil
Advance Paid	Rs. 2,32,313/- 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 V.no. 82,73,74,75 & 76.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***Silver Oak Villas LLP***

Authorised Signatory

12/09/2020

Name : ____________________

Accepted the above Terms And Conditions

For ***Karunakar Reddy***

Name : ____________________

Date : __/__/____

Estimate/Draft PO

 11-09-2020 16:40:22 Original / Office Copy / Purchase Div.Copy

From Company : **Silver Oak Villas LLP**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36ADBFS3288A2Z7

Supplier Details			
Karunakar Reddy	**Doc No**	70334	155985
8-2-125/120/3A/45, Banjara Hills, Noor Nagar, Road No.10, Hyderabad.	**Doc Date**	11-09-2020	
	Quote No	Nil	
GSTIN 36AKGPR0150G1ZD NA	**Quote Date**	22-10-2018	
NA 9440407992	**SupplyType**	Supply	

Kind Attn : Mr. Karunakar Reddy

Estimate/Draft PO for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
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APPROVED BY
11 SEP 2020
SOHAM MODI
MANAGING DIRECTOR

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Penality For Delay	Nil
Transportation Cost	Included in the above price.
Warranty	Nil
Advance Paid	Rs. 2,32,313/- 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 V.no. 82,73,74,75 & 76.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

T.D. [signature] 11/9/20

For *Silver Oak Villas LLP*
Authorised Signatory

Draft PO for Approval

Accepted the above Terms And Conditions
For *Karunakar Reddy*

Name : ______________ Name : ______________ Date : __/__/____

Requisition Form

Company Name:	Silver Oak Villas LLP	Date:	08-09-2020
Site & Phase :	Silver Oak Villas	Time:	15.00
Supplier		Req. No.	155985
Material required before date:	15-09-20	ID No.	59730

No	Description	Size	Quantity	Units	Inward No	Date
1	Shera Board		3750	sft		
2						
3						
4						
5	70334					
6						
7						
8						
9						
10						

Remarks: - For V No 82,73,74,75,76
Note : Give Work Order to Karunakar Reddy

Prepared By	G chandra kanth	Approved by	APPROVED BY 11 SEP 2020 SOHAM MODI MANAGING DIRECTOR
Sign.& Date	08-09-2020	Sign. & Date	

Note: On receipt of material at site write inward number and date in last 2 columns.