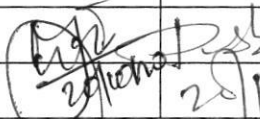
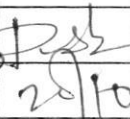


PURCHASE DIVISION,
Advice for approval for credit to contractor

Date:	20/10/2020	Prepared by:	T.D. Murthy
WO no.	65941	WO date.	19/02/2020
Contractor Name	Karunakar Reddy	WO amount – A	Rs. 68,880/-
Firm/Company	Silver Oak Villas LLP	Project name	SOV - IX
Nature of work	Roof Tiles		
Villa/flat/block no.	Amphi Theatre		
Request for payment date	25/09/2020	Request for payment amount – B	Rs. 47,396/-
GST on bills – C	Rs. 2,370/-	Total D = B + C	Rs. 49,766/-
Work done from	06/08/2020	Work done to	10/09/2020
Sl. No	Bill No.	Bill date	Bill amount
1.	132	12/10/2020	Rs. 49,766/-
2.	-	-	-
3.	-	-	-
4.	-	-	-
Amount E - Bills total			Rs. 49,766/-
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. 49,766/-
Amount J – Difference A-B (should be nil)			Rs. 21,484/-
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. 34,440/- ☐ No		
Payment – due date	24/10/2020		
Remarks: Estimate and measurement sheet is attached.			
Approved by	Purchase Officer	Purchase Manager	Procurement Manager
Sign:			
Date	20/10/2020	20/10	20/10



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/-

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

Sl. No. - site bills register		752		Date - site bills Register	16/9/2020.	
Company Name:		Sov/CP		Site:	Sov	
Name of Contractor		Kavurakar Reddy				
Nature of work		Gazebos Roof Tiling work in Amphitheater				
Work done		From Date		To Date		
		6/8/2020		10/9/2020		
Sl. No.	Villa/Flat/block no.	Qty.	Rate	Units	Amount	Contractors bill no
1.	Gazebos Roof	578.00	82/-	Sft	47,396/-	
2.	Tiling work					
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						
11.	Total:				47,396/-	
Bill required		☒ YES ☐ NO.		GST bill required		☒ YES ☐ NO.
Measurement & estimate sheet:		☒ Required ☐ Not required		Measurement & estimate sheet:		☒ Enclosed ☐ Not enclosed
PO/WO no.		65941		PO/WO date:		19/02/2020
Remarks :						
Approved by Project Manager		Approved by Design Team		Approved by M.D.		
Date: 16 SEP 2020		Date: 25/09/2020		Date: 25 SEP 2020		
Sign: K. PERSHOTHAM PROJECT MANAGER		Sign: Nagalakshmi		Sign: DIRECTOR		

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:

Project:

Contractor Name

.....Work Description:

Prepared By

Date:

Silver oak Villas LLP

Silver Oak Villas

Karunakar Reddy

Gazebo Roof Tiling Work in Amphi theater

K. Purshotham

16-09-2020

Approved by:

Sign: _____

S No.	Item Head
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Gazebo Roof Tiling work

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ESTIMATE SHEET									
Company Name:		Silver oak Villas LLP		Approved by:					
Project:		Silver Oak Villas		Sign:					
Contractor Name		Karanakar Reddy							
Work Description:		Gazebo Roof Tiling Work in Amphi theater							
Prepared By		K. Purshotham							
Date:		16-09-2020							
S No.	Item Head	Item Description	Quantity	Units	Rate	Amount	Item Head Total		
1	Gazebo Roof Tiling work	at Amphi Theater	578.00	Sft	82.00	47,396.00			
						Total Amt:-	47,396.00		
Amount in Words:- Forty Seven Thousand Three Hundred and Ninety Six Only									

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

Purchase Order

Page(s) 1 Of 1

19/02/2020 1:48:27 PM

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



65941

14 02 20 2.49.25

Supplier Details

Karunakar Reddy
8-2-125/120/3A/45, Banjara Hills, Noor Nagar, Road No.10, Hyderabad.

GSTIN 36AKGPR0150G1ZD

NA

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9440407992

Doc No	65941	155430
Doc Date	19-02-2020	
Quote No	Nil	
Quote Date	04-09-2019	
SupplyType	Supply	

Kind Attn : Mr. Karunakar Reddy

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 9024 - Tiles - Roof Tiles - other - sft 9" x 16"	800.00	82.00	0.00	5.00	68,880.00
Total Order Value . . .					68,880.00

Rupees : Sixty Eight Thousand Eight Hundred Eighty Only.

Terms and Conditions :-

Specification / Brand	Above item shall be of good quality Mangalore tile size-1'2" x 9" and Ridge Tile size-1'2"x1'0", The rates approved by our MD vide cir.no. 533(e) dtd. 28.2.13 and accepted by contractor.
Payment Terms	40% as advance and 60% after delivery of materials & completion of all works
Tax	All taxes are including in above prices
Delivery Date	Within 3 days
Delivery Location	Silver Oak Villas Phase - IX Sy. No. 291, Cherlapally, Hyderabad, next to Govt. of India Mint Phone. Contact: Security 65908777, 9502288244 Sanjay
Penalty For Delay	Bills must be submitted to H.O. within 30 days of completion of work. 10% pty on value of order will be deducted for delay in submission of bills.
Transportation Cost	Included in the above price.
Warranty	Nil
Advance Paid	Rs. 34,440/- vide cheque no., dtd.
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for Amphi Theatre purpose. Laying charges included in above price.
Completion Date	Work to be completed in 7 days. Penalty of 5% of order value per week shall be levied for delay
Measurement	Payment will be made as per measurement of laid and fixed material. Wastage at suppliers cost.
Security	Supplier shall be responsible for security and storage of material at site at its risk and cost.
Remarks	

For **Silver Oak Villas LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Karunakar Reddy**

Name : _____

Name : _____

Date : __/__/__

Requisition Form

Company Name:		Silver Oak Villas LLP		Date:		15-02-2020	
Site & Phase :		Silver Oak Villas		Time:		15.00	
Supplier				Req. No.		155430	
Material required before date:		17.02.20		ID No.		55541	
No	Description	Size	Quantity	Units	Inward No	Date	
1	Roof tiles	16"X9"	800	sft			
2							
3							
4							
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8							
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10							
Remarks: - For Amphitheater Gajibo Purpose.							
Prepared By		G.chandra kanth		Approved by		PARIKH	
Sign. & Date		15.02.20		MANAGER		PROCUREMENT	

APPROVED

19 FEB 2020

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