PURCHASE DIVISION,
Advice for approval for credit to contractor

Date:	17/11/2020	Prepared by:	T.D. Murthy
WO no.	-	WO date.	-
Contractor Name	Bohini Basappa	WO amount – A	-
Firm/Company	Silver Oak Villas LLP	Project name	SOV - IX
Nature of work	Painting work		
Villa/flat/block no.	87		
Request for payment date	07/11/2020	Request for payment amount – B	Rs. 12,375/-
GST on bills – C	Rs. 2,228/-	Total D = B + C	Rs. 14,603/-
Work done from	15/09/2020	Work done to	10/10/2020
Sl. No	Bill No.	Bill date	Bill amount
1.	167	17/11/2020	Rs. 14,603/-
2.	-	-	-
3.	-	-	-
4.	-	-	-
		Amount E - Bills total	Rs. 14,603/-
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. 14,603/-
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	**21/11/2020**		
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:			APPROVED				
Date	17/11/20	17/11	19 NOV 2020 MINISH PARIKH MANAGER 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/-

GSTIN : 36ARYPB7461M1Z0

TAX INVOICE

Cell : 9177986028
8328000681

BOHINI BASAPPA

3-1-117/3/A, Chandiya Nagar, Mallapur, Hyderabad - 500 076.

Name : Silver Oak Villas LLP

Address :

GST IN : 36ADBFS3288AQZ7 State T.S. Code 36

Invoice No. 167

Invoice Date : 17/11/20

Order No. / D.C. No.

Place of Supply :

S. No.	HSN Code	PARTICULARS	Quantity	Rate	Amount Rs.	Ps.
1	9701	Painting work done at Vinoi 87	1100 sft	11.25	12,375	00
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No: 7257
Date: 17/11
Sign:

	Rs.	Ps.
SUB TOTAL	12,375	00
DISCOUNT	—	
Net Sale Value	12,375	00
Add : CGST 9 %	1113	75
Add : SGST 9 %	1113	75
Add : IGST %	—	
GRAND TOTAL	14602	50

Total invoice amount in words : Forteen thousand six hundred and three only

Mode of Payment : Cash / Cheque No.

Bank Date

Bank Details
BANK NAME : HDFC BANK
ACCOUNT NO. : 01261530012666
IFSC CODE : HDFC0000126
BRANCH NAME : SAINIKPURI

Interest @ 21% will be charged for the delayed payments
Goods once sold cannot be taken back or exchanged.
Warranty claims as per company norms.
All disputes are subject toe Hyderabad Jurisdiction only.

Receiver's Signature & Stamp

For **BOHINI BASAPPA**
Basappa
Signature

ID: 7616

Construction division.
Advice for giving credit to contractors suppliers

Sl. No. site bills register	799		Date - site bills Register		7/11/2020.	
Company Name:	SOVLLP		Site:		SOV	
Name of Contractor	Basappa					
Nature of work	Painting work					
Work done	From Date	15/09/2020		To Date	10/10/2020	
Sl. No.	Villa/Flat/block no.	Qty.	Rate	Units	Amount	Contractors bill no
1.	Vno: 87 (2BHK)	1100	11.25	sft	12,375	
2.	Stage - III					
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						
11.	Total:				12,375.00/-	

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 MD.
Date: 07 NOV 2020	Date: 07/11/2020	Date:
Sign:	Sign: Nagalaxmi	Sign:

APPROVED BY
Project Manager
K. Purshothama (S.O.V.LLP)

APPROVED BY
07 NOV 2020
SOHAM MODI
MANAGING DIRECTOR

Notes: 1. [illegible] within 7 days of completing work. 2. This form can be used for certifying [illegible] 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							
Project:		Silver Oak Villas				Approved by			
Work Description:		**Painting Work**				Sign			
Contractor Name		Basappa							
Prepared By		G Mona							
Date:		06-11-2020							
S No.	Item Head	Item Description	Length	Width	Height	Nos.	Quantity	Units	Item Head Total
1	2BHK	**V NO -87**	1100.00	1.00	1.00	1.00	1,100.00	sft	
		(Stage-III)							

ESTIMATE SHEET							
Company Name:		Silver Oak Villas LLP					
Project:		Silver Oak Villas					
Work Description:		Painting Work					
Name of the Contractor		Basappa					
Prepared By		G Mona					
Date:		06-11-2020					
S No.	Item Head	Item Description	Quantity	Units	Rate	Amount	Item Head Total
1	2BHK	**V NO -87**	1,100.00	sft	11.25	12,375.00	
		(Stage-III)					
		Amount in Words: Twelve Thousand Three Hundered and Seventy Five Rupees Only/-					

APPROVED BY

[illegible] NOV 2020

Project Manager

K. Purshotham (S.O.V.LLP)