PURCHASE DIVISION,
Advice for approval for credit to contractor

Date:	16/12/2020	Prepared by:	T.D. Murthy
WO no.	-	WO date.	-
Contractor Name	Baijnath	WO amount – A	-
Firm/Company	Silver Oak Villas LLP	Project name	SOV - IX
Nature of work	Painting work		
Villa/flat/block no.	74,66 & 72.		
Request for payment date	07/12/2020	Request for payment amount – B	Rs. 94,995/-
GST on bills – C	Rs. 17,099/-	Total D = B + C	Rs. 1,12,094/-
Work done from	04/11/2020	Work done to	01/12/2020
Sl. No	Bill No.	Bill date	Bill amount
1.	010	16/12/2020	Rs. 1,12,094/-
2.	-	-	-
3.	-	-	-
4.	-	-	-
			-
		Amount E - Bills total	Rs. 1,12,094/-
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)			-
Amount J – Difference A-B (should be nil)			Rs. 1,12,094/-
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		**19/12/2020**	

Remarks: **No work order for above bill. Esimate 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]	APPROVED 16 DEC 2020 MINISH PARIKH MANAGER PROCUREMENT				
Date	16/12/20	16/12					

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 : 36AZTPB5838K1ZS

TAX INVOICE

Cell : 9848758770

BAIJNATH

PAINTING WORKS

H.No. 29-1502/10/28, Renuka Nagar, Neredmet, Secunderabad - 500 056.

To,
M/s. Silver Oak Villas LLP

GSTIN: 36ADBFS3288AQZ7.

Inv. No. : 010

Date : 16/12/20

S.No.	PARTICULARS	SAC Code	Qty.	Rate	Amount Rs.	Ps.
1.	Painting work done @ V.No: 74, 66, 72	9701	5180 sft	11.25	58,275	00
2.	Painting work done @ V.No: 128	9701	2040 sft	18.00	36,720	00
	Total				94,995	00
	CGST@			9%	8549	55
	SGST@			9%	8549	55
	IGST @				–	–
	Grand Total				1,12,094	10

Rupees in words: One lakh twelve thousand and ninety four only/-

MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No: 12236 Date: 16/12 Sign: [illegible]

For BAIJNATH

Baijnath

Authorised Signatory

ID) 7702 to 7704

Construction division.
Advice for giving credit to contractors suppliers.

Sl. No. - site bills register	841	Date - site bills Register	07/12/2020.
Company Name:	SOVLLP	Site:	SOV
Name of Contractor	Bhaijnath		
Nature of work	Painting work		
Work done	From Date 4/11/2020	To Date	1/12/2020.

Sl. No.	Villa/Flat/block no.	Qty.	Rate	Units	Amount	Contractors bill no
1.	Villa No: 74, 66	4080	11.25	sft	45,900	
2.	Stage-III (3BHK)					
3.						
4.	Villa NO: 72	1100	11.25	sft	12,375	
5.	Stage-III (2BHK)					
6.						
7.						
8.						
9.						
10.						
11.	Total:				58,275/-	

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: 0 1 DEC 2020	Date: 08/12/2020	Date: APPROVED BY 10 DEC 2020 SOHAM MODI MANAGING DIRECTOR
Sign:	Sign: Nagalaxmi	Sign:

Notes: 1. This advice must be sent within 7 days of completing work. 2. This form can be used for contractors, labour bills, bills for hire charges, earth work, turnkey civil contractors. 3. Wherever not applicable - fill NA. 4. Estimate & 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:		**Painting Work**							
Contractor Name		Bhaijnath							
Prepared By		G.Mona							
Date:		07-12-2020							
S No.	Item Head	Item Description	Length	Width	Height	Nos.	Quantity	Units	Item Head Total
1	Villa no: 74,66 (3 BHK)	**(Stage III -30%)**	2040.00	1.00	1.00	2.00	4,080.00	sft	
2	Villa no: 72 (2 BHK)	**(Stage III -30%)**	1100.00	1.00	1.00	1.00	1,100.00	sft	

ESTIMATE SHEET							
Company Name:		Silver Oak Villas LLP					
Project:		Silver Oak Villas					
Work Description:		Painting Work					
Name of the Contractor		Bhaijnath					
Prepared By		G.Mona					
Date:		07-12-2020					
S No.	Item Head	Item Description	Quantity	Units	Rate	Amount	Item Head Total
1	Villa no: 74,66	**(Stage III -30%)**	4,080.00	sft	11.25	45,900.00	
	(3 BHK)						
2	Villa no: 72	**(Stage III -30%)**	1100	sft	11.25	12,375.00	
	(2 BHK)						
							58,275.00
		Amount in words: Fifty Eight Thousand Two Hundered and Seventy Five Rupees Only/-					

APPROVED BY
07 DEC 2020
Project Manager
K. Purshotham (S.O.V.LLP)

ID-S9426

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

Sl. No. – site bills register	843	Date - site bills Register	7/12/2020.
Company Name:	SOVLLP	Site:	SOV-III
Name of Contractor	Bhaijnath		
Nature of work	Painting work		
Work done	From Date	To Date	

Sl. No.	Villa/Flat/block no.	Qty.	Rate	Units	Amount	Contractors bill no
1.	Villa NO: 128	2040	18.00	sft	36,720	
2.	(Stage-III)					
3.	3BHK					
4.						
5.						
6.						
7.						
8.						
9.						
10.						
11.	Total:				36,720/-	

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:	07 DEC 2020	Date:	08/12/2020	Date:	
Sign:	APPROVED BY Project Manager	Sign:	Nagalaxmi.	Sign:	

APPROVED BY 10 DEC 2020 SOHAM MODI MANAGING 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. Estimates 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:		**Painting Work**							
Contractor Name		Bhaijnath							
Prepared By		G.Mona							
Date:		07-12-2020							
S No.	Item Head	Item Description	Length	Width	Height	Nos.	Quantity	Units	Item Head Total
1	Villa no: 128	**Stage-I (40%)**	2040.00	1.00	1.00	1.00	2,040.00	sft	
	3 BHK								

ESTIMATE SHEET							
Company Name:		Silver Oak Villas LLP					
Project:		Silver Oak Villas					
Work Description:		Painting Work					
Name of the Contractor		Bhaijnath					
Prepared By		G.Mona					
Date:		07-12-2020					
S No.	Item Head	Item Description	Quantity	Units	Rate	Amount	Item Head Total
1	Villa no: 128	**Stage-I (40%)**	2,040.00	sft	18.00	36,720.00	
	3 BHK						**36,720.00**
		Amount in words: Thirty Six Thousand and Seven Hundered and Twenty Rupees Only/-					

APPROVED BY
07 DEC 2020
Project Manager
K. Purshotham (S.O.V.LLP)