PURCHASE DIVISION,
Advice for approval for credit to contractor

Date:	21/12/2020	Prepared by:	T.D. Murthy
WO no.	72040	WO date.	10/11/2020
Contractor Name	Purnima Mosaic Tiles	WO amount – A	Rs. 60,152/-
Firm/Company	Silver Oak Villas LLP	Project name	SOV - IX
Nature of work	Paver tiles.		
Villa/flat/block no.	33 to 40		
Request for payment date	24/11/2020	Request for payment amount – B	Rs. 51,011/-
GST on bills – C	Rs. 9,182/-	Total D = B + C	Rs. 60,193/-
Work done from	15/08/2020	Work done to	20/09/2020
Sl. No	Bill No.	Bill date	Bill amount
1.	1595	14/12/2020	Rs. 60,194/-
2.	-	-	-
3.	-	-	-
4.	-	-	-
			-
		Amount E - Bills total	Rs. 60,194/-
Amount F - Voucher payment amount F (D-E) – 40% labour charges, 40% allowance for consumables and 20% transport charges – or as per guidelines			Rs. -1/-
Amount G - Other Credits :			
Amount H - Other Debits :			-
Amount I - to be credited to the contractor (E+F+G-H)			Rs. 60,193/-
Amount J – Difference A-B (should be nil)			Rs. 9,141/-
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. 30,076/-** ☐ No
Payment – due date	26/12/2020

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]	APPROVED 21 DEC 2020 MINISH PARIKH MANAGER PROCUREMENT				
Date	21/12	21/12					

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/-

TAX INVOICE

~~CASH~~ / CREDIT

State code: 36

Mobile : 9849195298

PURNIMA MOSAIC TILES

Sy. No. 843/A, Near Check Post, Medchal, R.R. Dist - 501 401.

To, SILVER OAK VILLA'S LLP.

Cherlapally. P.O.No - 72040

GST No :- 36ADBFS 3288A2Z7.

No. 1595

Date 14/12/20

S.No.	PARTICULARS	QTY.	Rate	Amount Rs.	P.
1	Foot Path Pavers. 8"x4" V.No - 33-to 40	1417 SFT	36/-	51,012	00
	Rs 60,194/-				
	GST No.36AEPPP5661P1Z1		Total	51,012	00
		SGST	~~Total~~ 9%	4591	08
		CGST	~~VAT@~~ 9%	4591	08
	TIN:36593591244		G. Total	60,194	16

MODI PROPERTIES PVT. LTD. ★SEC'BAD★ INWARD No: 12369 Date: 18/12 Sign:

Receiver's Signature

For PURNIMA MOSAIC TILES

ID: 7663

Construction division.
Advice for giving credit to contractors suppliers.

Sl. No. – site bills register	821	Date - site bills Register	25/11/20
Company Name:	SOVLLP	Site:	SOV
Name of Contractor	Purnima marbic ltd.		
Nature of work	Foot Path Pavers		
Work done	From Date 15/08/20	To Date	20/9/20

Sl. No.	Villa/Flat/block no.	Qty.	Rate	Units	Amount	Contractors bill no
1.	PO.NO-72040					
2.						
3.	Foot Path Pavers	1417	36/-	sft	51,011/-	
4.	V.NO-33-40					
5.						
6.						
7.						
8.						
9.						
10.						
11.	Total:				51,011/-	

Bill required	√YES NO.	GST bill required	√YES NO.
Measurement & estimate sheet:	√Required Not required	Measurement & estimate sheet:	√Enclosed Not enclosed
PO/WO no.	72040	PO/WO date:	10/11/20

Remarks :

Approved by Project Manager	Approved by Design Team	Approved by M.D.
Date: 24 NOV 2020	Date: 27/11/2020	Date:
Sign:	Sign: Nagalaxmi	Sign:

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 – Bill NA. 4. Estimate and measurement sheets are not required for turnkey jobs where guideline rates are clearly given.

APPROVED BY
28 NOV 2020
SOHAM MODI
MANAGING DIRECTOR

MEASUREMENT SHEET										
Company Name:		SIlver Oak Villas LLP								
Project:		Silver Oak Villas				Approved by:				
Work Description:		Parking Tiles				Sign:				
Contractor Name		Purnima Mosaic Tiles								
Prepared By		B.Meenakshi								
Date:		24-11-2020								
S No.	Item Head	Item Description	Length	Width	Height	Nos.	Quantity	Units	Item Head Total	
	PO.NO.72040									
1	V no 33-40	Laying of Footpath Pavers	29.52	6.00	1.00	8.00	1,416.96	sft		

ESTIMATE SHEET

Company Name:		Silver Oak Villas LLP					
Project:		Silver Oak Villas					
Work Description:		Parking Tiles					
Name of the Contractor		Purnima Mosaic Tiles					
Prepared By		B.Meenakshi					
Date:		24-11-2020					
S No.	Item Head	Item Description	Quantity	Units	Rate	Amount	Item Head Total
	PO.NO.72040						
1	V no 33-40	Laying of Pavers	1,416.96	sft	36.00	51,010.56	
							51,010.56
	Total Amount in words:Fifty One Thousand Eleven Rupees Only						

Purchase Order

 10-11-2020 15:37:36

72040
06.11.20 4:55:09

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			
Purnima Mosaic Tiles	**Doc No**	72040	156141
Sy.No. 843/A, Near Check Post, Medchal, R.R.Dist. 501 401	**Doc Date**	10-11-2020	
	Quote No	Nil	
GSTIN 36AEPPP5661P1ZI NA	**Quote Date**	27-09-2019	
27531972 9849195298	**SupplyType**	Supply	

Kind Attn : Bharat Patel

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	8529 - Stone - other - Pavers - Other - Sft. *Rectangular - Grey Colour - 8" x 4" x 60mm*	1,416.00	36.00	0.00	18.00	60,151.68
					Total Order Value . . .	**60,151.68**

Rupees : Sixty Thousand One Hundred Fifty One and Paise Sixty Eight Only.

Terms and Conditions :-

Specification / Brand	Circular no. 841(E), As per approved guideline rates by MD on dtd. 27/09/2019. Material supply only.
Payment Terms	50% as advance & balance of after delivery of all materials & completion of work.
Tax	All taxes included in above price.
Delivery Date	Within 4days
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	*Bills must be submitted to H.O. within 30days of completion of work. 10% plty 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. 30,076/- 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. 33 to 40 footpath purpose.
Completion Date	Nil
Measurment	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

Name : ______________________

Accepted the above Terms And Conditions

For *Purnima Mosaic Tiles*

Name : ______________________

Date : __/__/____