

PURCHASE DIVISION,
Advice for approval for credit to contractor

Date:	02/01/2021	Prepared by:	T.D. Murthy
WO no.	-	WO date.	-
Contractor Name	Paddapuram Hanmanthu	WO amount – A	-
Firm/Company	Villa Orchid LLP	Project name	VOC
Nature of work	Painting work		
Villa/flat/block no.	120,121,122,123,96 & 103.		
Request for payment date	17/12/2020	Request for payment amount – B	Rs. 1,71,990/-
GST on bills – C	Rs. 30,958/-	Total D = B + C	Rs. 2,02,948/-
Work done from	01/09/2020	Work done to	17/12/2020
Sl. No	Bill No.	Bill date	Bill amount
1.	11	26/12/2020	Rs. 2,02,948/-
2.	-	-	-
3.	-	-	-
4.	-	-	-
Amount E - Bills total			Rs. 2,02,948/-
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. 2,02,948/-
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	09/01/2021		
Remarks: No work order for above bill. Please consider the bill for processing.			
Approved by	Purchase Officer	Purchase Manager	Procurement Manager
Sign:			
Date	21/12	2/1	05/01/2021

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/-



PADDAPURAM HANMANTHU PAINTING WORKS

H.No. 8-2-310/A/76/1, Banjarahills Road, No. 10, Ibrahim Nagar, Khairatabad,
Hyderabad - 500 034. T.S. Cell : 9030191617,9849251020

GSTIN : AA361217013561K

TAX INVOICE

Name : Villa Orchidee Up

Bill No. 11

GSTIN : 36ADGPH9598F2Z1

Date

GSTIN : 36ADGPH9598F2Z1

26/12/2020

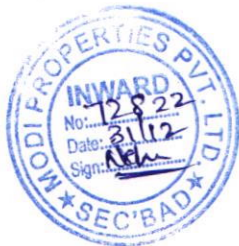
GSTIN

36AANF94817C12H

State

36 TELANGANA

Sl. No.	Particulars	HSN CODE	Qty	Rate	Amount Rs. Ps.
	PAINTING WORK DONE V.Nos 120, 121, 122, 123, 96, 103		01		1,71,990



Rupess in Words :

TOTAL

1,71,990

SGST@

9

15,479

CGST@

9

15,479

GRAND TOTAL

2,02,948

- 1) Our responsibility ceases after materials are delivered & we are not responsible for any loss or damage in transits
- 2) Goods once sold will not be taken back.
- 3) Interest @14%p.a. will be charges on the amount remaining unpaid after 15 days.
- 4) Subject to Secunderabad Jurisdiction

: Bank Details :

Bank Name : ANDHRA BANK
Account Holder Name : PADDAPURAM HANMANTHU PAINTING WORKS
Bank Account Number : 253310100010794
IFSC CODE : ANDB0002533. - Branch : Kowkoor

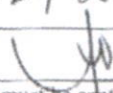
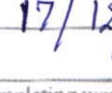
FOR PADDAPURAM HANMANTHU PAINTING WORKS

P. Anand

Authorised Signatory

TP: 7350 to 7305

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

Sl. No. - site bills register		11250		Date - site bills Register		17/12/2020	
Company Name:		VOC - UP		Site:		VOC	
Name of Contractor		P. HANUMANTHU					
Nature of work		PAINTING WORK					
Work done		From Date		01/09/2020		To Date 17/12/2020	
Sl. No.	Villa/Flat/block no.	Qty.	Rate	Units	Amount	Contractors bill no	
1.	120	1820	15.75	Sq	28,665		
2.	121	1820	15.75	'	28,665		
3.	122	1820	15.75	'	28,665		
4.	123	1820	15.75	'	28,665		
5.	96	1820	15.75	'	28,665		
6.	103	1820	15.75	Sq	28,665		
7.							
8.							
9.							
10.							
11.	Total:				1,71,990		
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 			
Date: 17/12/2020		Date: 17/12/2020		Date: 21 DEC 2020			
Sign: 		Sign: 		Sign: 			

Notes: 1. This advice must be sent within 7 days of completing work. 2. This form can be used for certifying 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.

APPROVED BY
17 DEC 2020
A. RUPESH

APPROVED BY
21 DEC 2020
S. HANUMANTHU
MANAGING DIRECTOR

Measurement Sheet										
Company Name:		Villa Orchids LLP								
Project:		Villa Orchids								
Description :		Painting work done villas details								
Prepared By:		A Suresh								
Date :		17-Dec-2020								
Name of the Contractor :		P Hanumanthu								
A			A	B	C	D	E=AxBxCx F		G=Sum of E	
S No.	Item Head	Item Description	Length	Width	Height	Nos.	Quantity	Units	Item Head Total	Remarks
1	V.No 120	Stage III	1,820.0	1.0	1.0	1.0	1,820.0	Sft	1,820.0	
2	V.No 121	Stage III	1,820.0	1.0	1.0	1.0	1,820.0	Sft	1,820.0	
3	V.No 122	Stage III	1,820.0	1.0	1.0	1.0	1,820.0	Sft	1,820.0	
4	V.No 123	Stage III	1,820.0	1.0	1.0	1.0	1,820.0	Sft	1,820.0	
5	V. No 96	Stage III	1,820.0	1.0	1.0	1.0	1,820.0	Sft	1,820.0	
6	V. No 103	Stage III	1,820.0	1.0	1.0	1.0	1,820.0	Sft	1,820.0	


 APPROVED BY
 17 DEC 2020
 A SURESH

Estimate Sheet							
Company Name:		Villa orchids LLP			Approved by:		
Project:		Villa Orchids			Sign:		
work description:		Painitng work done villas Details					
Prepared By :		A Suresh			work start date		01 September 2020
Contractor Name :		P Hanumanthu			work end date		17 December 2020
Date:		17 December 2020					
		A		C	D=AxC	E=Sum of D	
S No.	Item Description	Quantity	Units	Rate	Amount	Item Head Total	Remarks
1	V.No 120	1,820	Sft	16	28,665		
2	V.No 121	1,820	Sft	16	28,665		
3	V.No 122	1,820	Sft	16	28,665		
4	V.No 123	1,820	Sft	16	28,665		
5	V. No 96	1,820	Sft	16	28,665		
6	V. No 103	1,820	Sft	16	28,665		
						1,71,990	

CyH

17 DEC 2020