PURCHASE DIVISION,
Advice for approval for credit to contractor

Date:	08/01/2021		Prepared by:	T.D. Murthy		
WO no.	-		WO date.	-		
Contractor Name	Om Praksh Singh		WO amount – A	-		
Firm/Company	Villa Orchids LLP		Project name	VOC		
Nature of work	Painting work					
Villa/flat/block no.	101					
Request for payment date	24/12/2020	Request for payment amount – B				Rs. 28,665/-
GST on bills – C	Rs. 5,159/-	Total D = B + C				Rs. 33,824/-
Work done from	01/12/2020	Work done to				23/12/2020
Sl. No	Bill No.	Bill date				Bill amount
1.	002	24/12/2020				Rs. 33,824/-
2.	-	-				-
3.	-	-				-
4.	-	-				-
Amount E - Bills total						Rs. 33,824/-
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. 33,824/-
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	M.D.	Accounts – receiver of bill	Accountants	Accounts Manager
Sign:			APPROVED 08 JAN 2021				
Date	8/1/21	8/1/21	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 : 36BQYPS1813G1ZD **TAX INVOICE** Mobile : 7989866491 / 8885145399 8106886676

OmP OM PRAKASH SINGH

Specialists in : **ALL KINDS OF INTERIOR WORKS**

#10-39/1, R.G.K. Bachupally, Pragathi Nagar, Medchal-Malkajgiri (Dist.), Hyderabad - 500 090, Telangana.

BILLED TO : Villa Orchids LLP VILLA ORCHIDS LLP 5-4-187/3 & 4, IInd Floor, M.G. Road, SECUNDERABAD-500 003. GSTIN:36AANFG4817C1ZH GSTIN : STATE : **TELANGANA / ANDHRA PRADESH** CODE : **36 / 37**	002 **INVOICE No. :** Date : 24/12/2020 ORDER No.: .... Date : ....

Sl. No.	DESCRIPTION	HSN CODE	QUANTITY	RATE	TAXABLE VALUE Rs.	Ps.
	Villano 101 Painting work done	01	1820	15.75	28665	

MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No: 7282 Date: 31/12 Sign:

Invoice Value (In words) : Rupees Thirty three thousand Eight Hundred thirty four	SUB TOTAL	28,665/-	
	IGST @ 18 %	—	
	SGST @ 9 %	2579	
	CGST @ 9 %	2579	
E & O. E. Subject to Hyderabad Jurisdiction only. E-mail : opsingh2810@gmail.com	TOTAL VALUE	33,824	

VILLA ORCHIDS LLP 5-4-187/3 & 4, IInd Floor, M.G. Road, SECUNDERABAD-500 003. GSTIN:36AANFG4817C1ZH

Work Approved the as per Order.

Receiver's Signature with Stamp

For OM PRAKASH SINGH

OM Prakash

TP: 7394

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

Sl. No. – site bills register	11367	Date - site bills Register	24/12/2020
Company Name:	VOC – CEP	Site:	VOC
Name of Contractor	OM PRAKASH SINGH		
Nature of work	PAINTING WORK		
Work done	From Date	01/12/2020 To Date	23/12/2020

Sl. No.	Villa/Flat/block no.	Qty.	Rate	Units	Amount	Contractors bill no
1.	101	1820	15.75	Sft	28,665/-	002
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						
11.	Total:				28,665	

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: 24/12/2020	Date: 24/12/2020	Date:
Sign:	Sign: Nagulan	Sign:

APPROVED BY
26 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. Estimate and measurement sheets are not required for turnkey jobs where guideline rates are clearly given.

24 DEC 2020

GSTIN : 36BQYPS1813G1ZD **TAX INVOICE** Mobile : 7989866491 / 8885145399 8106886676

OmP OM PRAKASH SINGH

Specialists in : **ALL KINDS OF INTERIOR WORKS**

#10-39/1, R.G.K. Bachupally, Pragathi Nagar, Medchal-Malkajgiri (Dist.), Hyderabad - 500 090, Telangana.

BILLED TO : Villa Orchids LLP

...LA ORCHIDS LLP
...4-187/3 & 4, IInd Floor,
... Road, SECUNDERABAD-500 003.
GSTIN:36AANFG4817C1ZH

GSTIN :

STATE : **TELANGANA / ANDHRA PRADESH** CODE : **36 / 37**

INVOICE No. : 002

Date : 24/12/2020

ORDER No.:

Date :

Sl. No.	DESCRIPTION	HSN CODE	QUANTITY	RATE	TAXABLE VALUE Rs.	Ps.
	Villa No 101 painting work done	01	1820	15.75	28665	

Invoice Value (in words) : Rupees

SUB TOTAL	28,665
IGST @ 18 %	—
SGST @ 9 %	2579
CGST @ 9 %	2579
TOTAL VALUE	33,824

E & O.E.

Subject to Hyderabad Jurisdiction only. E-mail : opsingh2810@gmail.com

Work Approved the as per Order

VILLA ORCHIDS LLP
...4-187/3 & 4, IInd Floor,
...SECUNDERABAD-500 003.
GSTIN:36AANFG4817C1ZH

Receiver's Signature with Stamp

For OM PRAKASH SINGH

OM Prakash

Measurement Sheet										
Company Name:		Villa orchids LLP								
Project:		Villa Orchids								
Description :		Painintg work done villas details								
Prepared By:		A Suresh								
Date :		24-12-2020								
Name of the Contractor :		OM PRakash singh								
A			A	B	C	D	E=AxBxCxD	F	G=Sum of E	
S No.	Item Head	Item Description	Length	Width	Height	Nos.	Quantity	Units	Item Head Total	Remarks
1	Villa no 101	Stage III	1820.0	1.0	1.0	1.0	1820.0	Sft	1820.0	

2 4 DEC 2020

Estimate Sheet							
Company Name:	Villa orchids LLP				workdone from date : 01-12-2020		
Project:	Villa orchids				work done todate 23-12-2020		
work description:	Painintg work done villas details						
Prepared By	A Suresh				Approved by:		
Contractor Name	OM PRakash singh				Sign:		
Date:	23-12-2020						
		A		C	D=AxC	E=Sum of D	
S No.	Item Description	Quantity	Units	Rate	Amount	Item Head Total	Remarks
1	Villa no 101	1820.00	Sft	15.75	28,665.00		
						28,665.00	

2 4 DEC 2020