PURCHASE DIVISION,
Advice for approval for credit to contractor

Date:	19/01/2021	Prepared by:	T.D. Murthy
WO no.	69737	WO date.	21/08/2020
Contractor Name	Purnima Mosaic Tiles	WO amount – A	Rs. 33,644/-
Firm/Company	Villa Orchid LLP	Project name	VOC
Nature of work	Parking tiles		
Villa/flat/block no.	210,211,212,217 to 220.		
Request for payment date	16/12/2020	Request for payment amount – B	Rs. 61,992/-
GST on bills – C	Rs. 11,158/-	Total D = B + C	Rs. 73,150/-
Work done from	01/01/2020	Work done to	01/12/2020
Sl. No	Bill No.	Bill date	Bill amount
1.	1626	11/01/2020	Rs. 73,150/-
2.	-	-	-
3.	-	-	-
-	-	-	-
			-
		Amount E - Bills total	Rs. 73,150/-
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. 73,150/-
Amount J – Difference A-B (should be nil)			Rs. -28,348/-
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	23/01/2021

Remarks: **Estimate and measurement sheet is attached. Please check advance and release the balance payment.**

Part bill received.

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M.D.	Accounts – receiver of bill	Accountants	Accounts Manager
Sign:	[signature]	[signature]	APPROVED 19 JAN 2021 MINISH PARIKH MANAGER PROCUREMENT				
Date	19/1/21	19/1					

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

Mobile : 9849195298

State code - 36

PURNIMA MOSAIC TILES

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

To, VILLA ORCHIDS LLP.
KOWKUR. P.O.No -
GST NO:. 36AANFG4817C1ZH.

No. 1626

Date 11/01/21

S.No.	PARTICULARS	QTY.	Rate	Amount Rs.	P.
1	GREY AND BLACK Tiles 13"x13"	2296 SFT	27/-	61,992	--
			Total	61,992	--
		SGST	~~Total~~ 9%	5579	28
		CGST	~~VAT@~~ 9%	5579	28
			G. Total	73,150	56

Rs 73,151/-

GST No.36AEPPP5661P1ZI

TIN:36593591244

MODI PROPERTIES PVT. LTD. * SEC'BAD * INWARD No. 73230 Date Sign.

For PURNIMA MOSAIC TILES

Receiver's Signature

TDS 7333

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

Sl. No. – site bills register	11236	Date - site bills Register	16/12/2020
Company Name.	VOC LLP	Site:	VOC
Name of Contractor	PURNIMA MOSAIC TILES		
Nature of work	PARKING TILE SUPPLY DETAILS		
Work done	From Date 01/01/2020	To Date	01/12/2020

Sl. No.	Villa/Flat/block no.	Qty.	Rate	Units	Amount	Contractors bill no
1.	210, 211,	2296	27	sft	61,992/-	
2.	212, 217,					
3.	218, 219, 220					
4.						
5.						
6.						
7.						
8.						
9.						
10.						
11.	Total:				61,992/-	

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: 16/12/2020	Date: 17/12/2020	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 – fill NA. 4. Estimate and measurement sheets are not required for turnkey jobs where guideline rates are clearly given.

APPROVED BY
16 DEC 2020

APPROVED
21 DEC 2020
SOHAM MODI
MANAGING DIRECTOR

MEASUREMENT SHEET										
Company Name:		Villa orchids LLP					Approved by:			
Project:		Villa Orchids					Sign:			
Work Description:		Parking tile & pavours material supplied details								
Prepared By		A Suresh								
Name of the Contractor		purnima mosaic tiles								
Date:		15-12-2020	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	Remarks
A	**portico area**									
1	V.No : 210	Parking tiles	263	1	1	1	263	Sft		
2	V.No : 211	Parking tiles	263	1	1	1	263	Sft		
3	V.No : 212	Parking tiles	263	1	1	1	263	Sft		
4	V.No : 217	Parking tiles	263	1	1	1	263	Sft		
5	V.No : 218	Parking tiles	263	1	1	1	263	Sft		
6	V.No : 219	Parking tiles	263	1	1	1	263	Sft		
7	V.No : 220	Parking tiles	263	1	1	1	263	Sft		
							1,841	Sft		
B										
A	**Ramp area**									
1	V.No : 210	Parking tiles	13	5	1	1	65	Sft		
2	V.No : 211	Parking tiles	13	5	1	1	65	Sft		
3	V.No : 212	Parking tiles	13	5	1	1	65	Sft		
4	V.No : 217	Parking tiles	13	5	1	1	65	Sft		
5	V.No : 218	Parking tiles	13	5	1	1	65	Sft		
6	V.No : 219	Parking tiles	13	5	1	1	65	Sft		
7	V.No : 220	Parking tiles	13	5	1	1	65	Sft		
							455	Sft	2,296	

16 DEC 2020

ESTIMATE SHEET						po nos	69,737	
Company Name:		Villa orchids LLP					59,528	
Project:		Voc			Work done from date		1-Jan-2020	
Work Description:		Parking tile & pavours supplied details			work done to date		1-Dec-2020	
Prepared By		A Suresh			Approved by:			
Name of the Contractor		Purnima mosaic tiles			Sign:			
Date:		15-Dec-2020						
S No.	Item Head	Item Description	Quantity	Units	Rate	Amount	Item Head Total	Remarks
1.0	V.Nos 210 to 212 & 217 to 220	Parking tile	2,296	Sft	27	61,992	61,992	

APPROVED BY

16 DEC 2020

21-08-2020 16:10:01

Purchase Order

69737
21.08.20 11:16:08

From Company : **Villa Orchids LLP**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AANFG4817C1ZH

Supplier Details

Purnima Mosaic Tiles
Sy.No. 843/A, Near Check Post, Medchal, R.R.Dist. 501 401

GSTIN 36AEPPP5661P1ZI
27531972 NA
9849195298

Doc No	69737	63484
Doc Date	21-08-2020	
Quote No	Nil	
Quote Date	31-07-2018	
SupplyType	Supply And Installation	

Kind Attn : Bharat Patel

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	9027 - Tiles - Cement floor - 13 In x13 In - sft *Parking desighner tiles - 20mm to 25mm thick*	1,056.00	27.00	0.00	18.00	33,644.16
Rupees : Thirty Three Thousand Six Hundred Fourty Four and Paise Sixteen Only.				**Total Order Value . . .**		**33,644.16**

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 50% after delivery of all materials.

Tax All taxes included in above price.

Delivery Date Within 7days

Delivery Location Villas Orchids
Behind: Janapriya, Kowkur.
Phone. 9502232100/9502266233

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. 16,822/- advance 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 Villa no. 217 to 221,282 to 287,127 & 132.

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

=> Parking Tiles Bill received (Part Bill) for Villa : 217 to 220
18/1/21.

For *Villa Orchids LLP*
Authorised Signatory

Name : ______________

Name : ______________

Accepted the above Terms And Conditions
For *Purnima Mosaic Tiles*

Date : __/__/____

Requisition Form - Parking tile									
Company		Villa orchids LLP		Site & Phase : Villa orchids					
Req. no.		63484		Req. Date	18 August 2020				
Material required before		25 August 2020		ID no.	59207				
Prepared by:		A suresh		Approved by (sign):		A Suresh			
Flat / Block no:		Ramp area villa no (217 to 221& 282 to 287 & 127 & 132)							
Name of the supplier		Purnima mosaic tiles							
Required for		16	Villas						
S No.	Item Description	Units	Qty required per villa	No of flats	Quantity required	Qty Available at site	Balance Qty to be ordered	Inward No	Date
1	Parking tile (13"x13")	Sft	66.0	16	1,056.0	-	1,056.0		
					-	-	-		
	Total								

Aj 19/8/2020

69737

APPROVED BY
19 AUG 2020
SOHAM MODI
MANAGING DIRECTOR