PURCHASE DIVISION,
Advice for approval for credit to contractor

Date:	27/01/2021	Prepared by:	T.D. Murthy
WO no.	-	WO date.	-
Contractor Name	Mahesh Painting Works	WO amount – A	-
Firm/Company	Greenwood Estates	Project name	Greenwood Residency
Nature of work	Painting work		
Villa/flat/block no.	C- 515 & Main door polishing		
Request for payment date	31/12/2020	Request for payment amount – B	Rs. 11,725/-
GST on bills – C	Rs. 704/-	Total D = B + C	Rs. 12,428/-
Work done from	23/12/2020	Work done to	31/12/2020
Sl. No	Bill No.	Bill date	Bill amount
1.	121	27/01/2021	Rs. 12,428/-
2.	-	-	-
3.	-	-	-
-	-	-	-
		Amount E - Bills total	Rs. 12,428/-
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. 12,428/-
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	**30/01/2021**

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 27 JAN 2021				
Date	27/1/21	27/1	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/-

S.Mahesh

TAX INVOICE

Cell : 9291555696, 7396977594

MAHESH PAINTING WORKS

#4-21/1, Kandhiguda, Sainikpuri Post, Kapra Mdl., Medchal Dist. - 500 094

[redacted]

Company Name : Greenwood Estates	**INVOICE**
Address :	GST No. : 36DFJPS1371P1ZP
	Invoice No. : 121
Company GST : 36AAHFG0711B1Z4.	Invoice Date : 27/01/2021

S.No.	Description	HSN Code	Qty.	Rate	Amount
1	C-515	1230Sft	~~[illegible]~~ 1	~~7.95~~ 7.50	9,778.5/-
2	Maindoor polish	1	1	2650	2,650/-
			S.mahesh		
					12428.50

PROPERTIES MODI PVT. LTD. SEC'BAD INWARD No: 73692 Date: 27/01/21 Sign: [illegible]

Rupees in Words : Twelve thousand four hundred ~~eighty two~~ Twenty eight. only.	**Taxable Value**	~~12,482.5~~
	SGST .....—.....%	—
Terms & Conditions :	**CGST** .....—.....%	—
1.	**IGST** ....%	12,428.50
2. 3.	**Grand Total**	~~12,482.5~~

S.mahesh

Customer Signature

Signature

Greenwood Estates (20-21)
M G Road, Ranigunj
Secunderabad
State Name : Telangana, Code : 36

Journal Voucher

No. : **JOU/10004** Dated : **12-Jan-2021**

Particulars		Debit	Credit
LSUD-Labour Charges	*Dr*	**4,690.00**	
LSUD-Allowance for Equipment	*Dr*	**4,690.00**	
LSUD-Allowance for Consumables	*Dr*	**2,345.00**	
To CONT-S Mahesh(Painting Work)			**11,725.00**
On Account of : Being amt credited to s mahesh painting work t/w c-515 maindoor polish& painting exp vide site bill no.11369 dt.31-12-2020.			
		₹ 11,725.00	**₹ 11,725.00**

Approved by

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

Sl. No. – site bills register	11369			Date - site bills Register	31/12/2020		
Company Name:	GREEN WOOD Estate			Site:	GREEN WOOD RESedency		
Name of Contractor	S. MAHESH PAINTING WORKS						
Nature of work	PAINTING						
Work done	From Date	23/12/2020		To Date	31/12/2020		
Sl. No.	Villa/Flat/block no.	Qty.	Rate	Units	Amount	Contractors bill no	
1.	C-515	1230	7.5	Sft	9,225/-		
2.	MAINDOOR	01	2,500/-	NO	2,500/-		
3.							
4.							
5.							
6.							
7.							
8.							
9.							
10.							
11.	Total:				11,725		
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: 31/12/2020	Date: 31/12/2020	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
4 JAN 2021
SOHAM MODI
MANAGING DIRECTOR

APPROVED BY
31 DEC 2020
A. SURESH

Measurement Sheet										
Company Name:		Green wood Estate								
Project:		Green wood resedency								
Description :		Painintg work done C-515 Flat details								
Prepared By:		A Suresh								
Date :		30-12-2020								
Name of the Contractor :		S Mahesh painting works								
A			A	B	C	D	E=AxBxCxD	F	G Sum of F	
S No.	Item Head	Item Description	Length	Width	Height	Nos.	Quantity	Units	Item Head Total	Remarks
1	C- 515	Final stage paint	1230.0	1.0	1.0	1.0	1230.0	Sft	1230.0	
2	Main door	Polish	1.0	1.0	1.0	1.0	1.0	Door	1.0	

APPROVED BY

3 1 DEC 2020

A SURESH

Estimate Sheet							
Company Name:	~~Villa orchids LLP~~	GWE			workdone from date : 26-12-2020		
Project:	~~Villa orchids~~	GWR			work done todate 31-12-2020		
work description:	Painintg work done C-515 Flat details						
Prepared By	A Suresh				Approved by:		
Contractor Name	S Mahesh painting works				Sign:		
Date:	31-12-2020						
		A		C	D=AxC	E=Sum of D	
S No.	Item Description	Quantity	Units	Rate	Amount	Item Head Total	Remarks
1	C- 515	1230.00	Sft	7.50	9,225.00		
2	Maindoor polish	1.0	No	2,500.00	2,500.00		
						11,725.00	

APPROVED BY
31 DEC 2020
A SURESH