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	Villa Orchid LLP	Project name	VOC
Nature of work	Painting work		
Villa/flat/block no.	135 & 137		
Request for payment date	08/01/2021	Request for payment amount – B	Rs. 77,805/-
GST on bills – C	Rs. 4,668/-	Total D = B + C	Rs. 82,473/-
Work done from	10/12/2020	Work done to	08/01/2021
Sl. No	Bill No.	Bill date	Bill amount
1.	120	27/01/2021	Rs. 82,473/-
2.	-	-	-
3.	-	-	-
-	-	-	-
		Amount E - Bills total	Rs. 82,473/-
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. 82,473/-
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:	[signature]	[signature]	[signature] APPROVED 27 JAN 2021 MINISH PARIKH MANAGER PROCUREMENT				
Date	27/1/21	27/1					

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/-

S.Mahesh

TAX INVOICE

Cell : 9291555696, 7396977594

MAHESH PAINTING WORKS

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

GST : [redacted]

Company Name : Villa orchids LLP	INVOICE
Address :	GST No. : 36DFJPS1371P1ZP
	Invoice No. : 120
Company GST : 36AANFG4817C1ZH.	Invoice Date : 27/01/2021

S.No.	Description	HSN Code	Qty.	Rate	Amount
1	Villa No 135	1820Sft	1	27.00 28.620	52,088.4/-
2	Villa No 137	1820Sft	1	15.75 16.695	30,384.9/-
				S.mahesh	

MODI PROPERTIES PVT. LTD. * SEC'BAD *
INWARD
No: 73693
Date: 27/1/21
Sign: [illegible]

Rupees in Words : eighty two thousand four hundred seventy three only	Taxable Value	82,473.3/-
	SGST ....%	—
Terms & Conditions : 1. 2. 3.	CGST ....%	—
	IGST ....%	
	Grand Total	82,473.3/-

S.Mahesh

Customer Signature

Signature

Villa Orchids LLP (20-21)
MG Road, Ranigunj
Secunderabad
State Name : Telangana, Code : 36

Journal Voucher

No. : **JOU/10923** Dated : **13-Jan-2021**

Particulars		Debit	Credit
LSUD-Labour Charges	*Dr*	**31,122.00**	
LSUD-Allowance for Equipment	*Dr*	**31,122.00**	
LSUD-Allowance for Consumables	*Dr*	**15,561.00**	
To CONT-S Mahesh(Painting Work)			**77,805.00**
On Account of : Being painting work done towards paintying work done villa details are 135 & 137 work done from dt 10.12.20 to dt 08.01.21 against bill no: 11372 dtd: 08.01.21			
		₹ 77,805.00	**₹ 77,805.00**

Approved by

ID: 7424, 7425

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

Sl. No. – site bills register		11372		Date - site bills Register			08/01/2021	
Company Name:		VOC - LLP		Site:			VOC	
Name of Contractor		S. MAHESH [PAINTING WORKS]						
Nature of work		PAINTING						
Work done		From Date		10/12/2020		To Date	08/01/2021	
Sl. No.	Villa/Flat/block no.		Qty.	Rate	Units	Amount		Contractors bill no
1.	135		1820	27	Sft	49,140		
2.	137		1820	15.75	Sft	28,665		
3.								
4.								
5.								
6.								
7.								
8.								
9.								
10.								
11.		Total:				77,805/-		
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: 08/01/2021	Date: 08/01/21	Date:
Sign:	Sign: Nagalakshmi	Sign:

APPROVED BY
9 JAN 2021
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.

APPROVED BY
08 JAN 2021
A. SURESH

Measurement Sheet										
Company Name:		Green wood Estate								
Project:		Green wood resedency								
Description :		Painting wok done vllas details								
Prepared By:		A Suresh								
Date :		08-01-2021								
Name of the Contractor :		S Mahesh painting works								
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 135	IIII & IV	1820.0	1.0	1.0	1.0	1820.0	Sft	1820.0	
2	Villa no 137	III	1820.0	1.0	1.0	1.0	1820.0	Sft	1820.0	

0 8 JAN 2021

Estimate Sheet							
Company Name:	Villa orchids LLP				workdone from date : 10-12-2020		
Project:	Villa orchids				work done todate 08-01-2021		
work description:	Painting wok done vllas details						
Prepared By	A Suresh				Approved by:		
Contractor Name	S Mahesh painting works				Sign:		
Date:	08-01-2021						
		A		C	D=AxC	E=Sum of D	
S No.	Item Description	Quantity	Units	Rate	Amount	Item Head Total	Remarks
1	V.No 135	1820.00	Sft	27.00	49,140.00		
2	V.No 137	1820.0	Sft	15.75	28,665.00		
						77,805.00	

0 8 JAN 2021