

PURCHASE DIVISION,
Advice for approval for credit to contractor

Date:	17/02/2021	Prepared by:	T.D. Murthy
WO no.	-	WO date.	-
Contractor Name	Subash Chandra Maurya	WO amount – A	-
Firm/Company	Villa Orchid LLP	Project name	VOC
Nature of work	Painting work		
Villa/flat/block no.	116 & 256		
Request for payment date	19/01/2021	Request for payment amount – B	Rs. 40,950/- ✓
GST on bills – C	Rs. 7,371/- ✓	Total D = B + C	Rs. 48,321/-
Work done from	06/01/2021	Work done to	19/01/2021
Sl. No	Bill No.	Bill date	Bill amount
1.	004	19/01/2021	Rs. 48,321/- ✓
2.	-	-	-
3.	-	-	-
4.	-	-	-
Amount E - Bills total			Rs. 48,321/- ✓
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. 48,321/- ✓
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	20/02/2021		
Remarks: <u>No work order for above bill.</u>			
Approved by	Purchase Officer	Purchase Manager	Procurement Manager
Sign:			
Date			

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/-

SUBASH CHANDRA MAURYA**Specialists in : ALL KINDS OF PAINTING WORKS**

1-1-30/5, P No. 5 Part, GR Reddy Nagar, Near Sakat Kapra, Hyderabad - 500 062, Telangana.

BILLED TO : <u>Villa Orchids up</u>		INVOICE No. : 004
		Date : <u>19/01/2021</u>
GSTIN : <u>36 AANFG 4817C12H</u>		ORDER No.:
STATE : TELANGANA		Date :
CODE : 36		

Sl. No.	WORK DESCRIPTION	HSN CODE	QUANTITY SQ. FT.	RATE PER SFT.	TAXABLE VALUE Rs. Ps.	
①	V.NO 256 FINAL STAGE painting done 1820 x 11.25 = 20,475/-		1820	11.25	20,475/-	
②	V.NO 116 final STAGE painting work due 1820 x 11.25 = 20,475/-		1820	11.25	20,475/-	



Invoice Value (in words) : Rupees <u>forty eight thousand three</u> <u>hundred twenty one only</u>	SUB TOTAL 40,950/- SGST @ 9% 3685/- CGST @ 9% 3685/- TOTAL VALUE 48,321/-
E. & O. E. Subject to Hyderabad Jurisdiction only.	

Approved the Work as per Order.

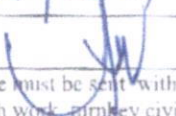
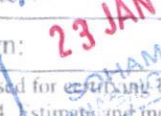
For **SUBASH CHANDRA MAURYA**

Receiver's Signature with Stamp

Subash

19 : 7457, 7458

Construction division
Advice for giving credit to contractors/suppliers.

Sl. No. - site bills register		11375		Date - site bills Register		19/01/2021	
Company Name:		VOC - up		Site:		VOC	
Name of Contractor		SUDHSA CHADIA murya					
Nature of work		PAINTING WORK					
Work done		From Date		06/01/2021		To Date	
						19/01/2021	
Sl. No.	Villa/Flat/block no.	Qty.	Rate	Units	Amount	Contractors bill no	
1.	256	1820	11.25	sq ft	20,475/-		
2.	116	1820	11.25	sq ft	20,475/-		
3.							
4.							
5.							
6.							
7.							
8.							
9.							
10.							
11.	Total:				Rs 40,950/-		
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: 19/01/2021		Date: 22/01/21		Date: 23 JAN 2021			
Sign: 		Sign: Nagalaxmi		Sign: 			

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

13 JAN 2021

Measurement Sheet										
Company Name:		Villa orchids LLP								
Project:		Villa orchids								
Description :		Painting wok done villas details								
Prepared By:		A Suresh								
Date :		19-01-2021								
Name of the Contractor :		Subash chandra maurya								
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 256	Final stage paint	1820.0	1.0	1.0	1.0	1820.0	Sft	1820.0	
	Villa no 116	Final stage paint	1820.0	1.0	1.0	1.0	1820.0	Sft	1820.0	



19-01-2021

Estimate Sheet							
Company Name:	Villa orchids LLP				workdone from date : 06-01-2021		
Project:	Villa orchids				work done todate 19-01-2021		
work description:	Painting wok done vllas details						
Prepared By	A Suresh				Approved by:		
Contractor Name	Subash chandra maurya				Sign:		
Date:	19-01-2021						
		A		C	D=AxC	E=Sum of D	
S No.	Item Description	Quantity	Units	Rate	Amount	Item Head Total	Remarks
1	Villa no 256	1820.0	Sft	11.25	20,475.00		
	Villa no 116	1820	Sft	11.25	20,475.00		
						40,950.00	
Note : 1) @ RS : 45 Sft stage I & II work 40% of total amount is 42x 40% = RS : 18.0							
2) @rs : 45 sft Stage III work 35% of total amount is 45 x 35% = Rs : 15.75							
3) @Rs : stage IV Work 25% total amount is 45 x 25% = Rs : 11.25							



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