PURCHASE DIVISION,
Advice for approval for credit to contractor

Date:	23/02/2021	Prepared by:	T.D. Murthy
WO no.	60002	WO date.	13/07/2019
Contractor Name	Purnima Mosaic Tiles	WO amount – A	Rs. 1,36,432/-
Firm/Company	Nilgiri Estates	Project name	Nilgiri Estates
Nature of work	Parking tiles		
Villa/flat/block no.	133 to 136-144 & 161 to 167.		
Request for payment date	02/02/2021	Request for payment amount – B	Rs. 1,15,620/-
GST on bills – C	Rs. 20,812/-	Total D = B + C	Rs. 1,36,432/-
Work done from	-	Work done to	-
Sl. No	Bill No.	Bill date	Bill amount
1.	1645	23/02/2021	Rs. 1,36,432/-
2.	-	-	-
3.	-	-	-
4.	-	-	-
			-
		Amount E - Bills total	Rs. 1,36,432/-
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)			-
Amount J – Difference A-B (should be nil)			Rs. 1,36,432/-
Amount K – Difference D-E-F (should be nil)			Rs. 20,812/-
			-

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. 68,216/-** ☐ No
Payment – due date	**27/02/2021**

Remarks: **Please check advance and release the balance payment.**

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M.D.	Accounts – receiver of bill	Accountants	Accounts Manager
Sign:	[signature]		23 FEB 2021				
Date	23/2	23/2					

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, NILGIRI ESTATES
RAMPALLY. P.O.N. - 60002
GST No - 36AAHFN0766F1ZA.

No. 1645

Date 23/02/21

S.No.	PARTICULARS	QTY.	Rate	Amount Rs.	P.
1	GREY AND RED Pavers 60mm	640 SFT			
	V. 133 to 136, to 144, & 161-167	2180 SFT			
		2820 SFT	41/-	1,15620	-
	Rs 1,36,431/-				
	GST No.36AEPPP5661P1ZI		Total	1,15,620	-
		SGST	~~Total~~ 9%	10405	80
		CGST	~~VAT@~~ 9%	10405	80
	TIN:36593591244		G. Total	1,36,431	60

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD No: 7425 Date: 23/2/21

Receiver's Signature

For PURNIMA MOSAIC TILES

ID- 10366

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

Sl. No. – site bills register	1212.	Date - site bills Register	02-02-21
Company Name:	NE	Site:	NE
Name of Contractor	Purnima Mosaic Tiles.		
Nature of work	Pavers & Parking tiles.		
Work done	From Date		To Date

Sl. No.	Villa/Flat/block no.	Qty.	Rate	Units	Amount	Contractors bill no
1.	Set back	640	41	Sft	26,240/-	
2.	pavers. & footh					
3.	path pavers.	2,180.	41	Sft	89,380/-	
4.	V.No. 133 to					
5.	136 to 144 &					
6.	161-167.					
7.						
8.						
9.						
10.						
11.	Total:				1,15,620/-	

Bill required	☑ YES ☐ NO.	GST bill required	☐ YES ☑ NO.
Measurement & estimate sheet:	☑ Required ☐ Not required	Measurement & estimate sheet:	☑ Enclosed ☐ Not enclosed
PO/WO no.	60002.	PO/WO date:	13/07/2019.

Remarks : Work completed

Approved by Project Manager	Approved by Design Team	Approved by M.D.
Date: 02-02-21	Date: 06/02/21	Date:
Sign:	Sign: Nagalaxmi	Sign:

APPROVED ... FEB 2021

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.

MEASUREMENT SHEET									
Company Name:		Nilgiri Estates							
Project:		Nilgiri Estate			Approved by:		Srinivasa kumar		
Work Description:		Laying of pavers,Footpath and parking tiles							
Contractor:		Purnima mosaic tiles(Bharat patel)							
Prepared By:		Anil							
Date:		01.02.21							
S No.	Item Head	Item Description	Length	Width	Height	No's	Quantity	Units	Item Head Total
1	setback Pavers&footpath pavers	V.no 133 to 136 to 144& 161-167	640.00	1.00	1.00	1.00	640.00	Sft	
			2180.00	1.00	1.00	1.00	2180.00	Sft	

ESTIMATE SHEET							
Company Name:		Nilgiri Estates					
Project:		Nilgiri Estate					
Work Description:		Laying of pavers,Footpath and parking tiles					
Contractor:		Purnima mosaic tiles(Bharat patel)					
Prepared By:		Anil					
Date:		01.02.21					
S No.	Item Head	Item Description	Quantity	Units	Rate	Amount	Item Head Total
1	setback Pavers&footpath pavers	V.no 133 to 136 to 144& 161-167	640.00	Sft	41.00	26,240.00	
			2,180.00	Sft	41.00	89,380.00	
						Total amount:	1,15,620.00

Certified by:

Project Manager
Nilgiri Estates

Purchase Order

 13-07-2019 15:59:03

60002
11.07.19 11:29:50

From Company : **Nilgiri Estates**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003.
G S T No. : 36AAHFN0766F1ZA

Supplier Details

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

GSTIN 36AEPPP5661P1ZI NA
27531972 9849195298

Doc No	60002	72264
Doc Date	13-07-2019	
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	8529 - Stone - other - Pavers - Other - Sft. *Rectangular - Red Colour - 8" x 4" x 60mm*	640.00	41.00	0.00	18.00	30,963.20
2	8529 - Stone - other - Pavers - Other - Sft. *Rectangular - Grey Colour - 8" x 4" x 60mm*	2,180.00	41.00	0.00	18.00	105,468.40
					Total Order Value . . .	**136,431.60**

Rupees : One Lakh(s) Thirty Six Thousand Four Hundred Thirty One and Paise Sixty Only.

Terms and Conditions :-

Specification / Brand	Circular no. 841(c), As per approved guideline rates by MD on dtd. 31/07/2018.
Payment Terms	50% at the time of releasing PO/WO and balance on completed work.
Tax	All taxes included in above price.
Delivery Date	Within 7days
Delivery Location	Nilgiri Estate Sy.No.143/133/134/135/136, Rampally Village. Phone. Mallesham 9553797190
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. 68,216/- 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. 133 to 136-144 and 161-167.
Completion Date	Work shall be completed within 4days from the date of the work order.
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	

For *Nilgiri Estates*
Authorised Signatory

Name :

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

Name :

Date : __/__/____

Requisition Form - Pavers and Parking Tiles			
Company	Nilgiri Estates	Site & Phase	Nilgiri Estate-II
Req. no.	72264	Req. Date	12.07.2019
Material required before	urgent	ID no.	50231
Prepared by:	Akheel	Approved by (sign):	
Villa no:	133,134,135,136-144 and161-167		
Type AA1 (Single) 1175 Sft Order value:	7	Villas	
Type AA2 (Single) 1175 Sft Order value:	0	Villas	
Type BB1 (Single) 915 Sft Order value:	3	Villas	
Type BB2 (Single) 915 Sft Order value:	9	Villas	

S No.	Item Description	Units	Qty required for Type AA1 (Single)1175 Sift	Qty required for Type AA2 (Single)1175 Sift	Qty required forType BB1 (Single) 915 Sft	Qty required forType BB2 (Single) 915 Sft	Type AA1(Single) 1175 Sft villa requirement	Type AA2(Single) 1175 Sft villa requirement	Type BB1 (Single) 915 Sft villa requirement	Type BB2(Single) 915 Sft villa requirement	Quantity required	Qty Available at site	Balance Qty to be ordered	Inward No	Date
1	Parking tiles (13"x13") Grey Colour	Sft	-	99.0	63.0	-	-	-	-	-	-	-	-		
2	Parking tiles (13"x13") Red Colour	Sft	-	65.0	26.0	-	-	-	-	-	-	-	-		
3	Pavers around villa (8"x4") Grey Colour 60mm Thick)	Sft	-	150.0	140.0	-	-	-	-	-	-	-	-		
4	Pavers around villa (4"x4") Grey Colour 60mm Thick)	Sft	-	20.0	20.0	-	-	-	-	-	-	-	-		
5	Footpath tiles (8"x4") Red Colour 60mm Thick	Sft	40.0	40.0	30.0	30.0	280.0	-	90.0	270.0	640.0	-	640.0		
6	Footpath tiles (8"x4") Grey Colour 60mm Thick	Sft	140.0	140.0	100.0	100.0	980.0	-	300.0	900.0	2,180.0	-	2,180.0		
	Total														

G0702

APPROVED BY
13 JUL 2019
SOHAM MODI
MANAGING DIRECTOR

Purchase Order

Page(s) 1 Of 1 13-07-2019 11:47:49

Original / Office Copy / Purchase Div.Copy

From Company : **Nilgiri Estates**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003.
G S T No. : 36AAHFN0766F1ZA

Draft PO for Approval

Supplier Details

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

GSTIN 36AEPPP5661P1ZI NA
27531972 9849195298

Doc No	60002	72264
Doc Date	13-07-2019	
Quote No	Nil	
Quote Date	31-07-2018	
SupplyType	Supply And Installation	

Kind Attn : Bharat Patel

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Remarks	

APPROVED BY
13 JUL 2019
SOHAM MODI
MANAGING DIRECTOR

For *Nilgiri Estates*
Authorised Signatory

Draft PO for Approval

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

Name : ____________

Name : ____________

Date : __/__/____