## PURCHASE DIVISION, Advice for approval for credit to contractor

Date:	16/04/2021		Prepared by:		T.D. Murthy		
WO no.	-		WO date.		-		
Contractor Name	M. Lalitha Paints		WO amount -	A	-		
Firm/Company	Vista Homes		Project name		Vista Homes		
Nature of work	Painting work						
Villa/flat/block no.	B,C & G block internal & Club	House main	door polishing.				
Request for payment date	24/03/2021	Request fo	or payment amou	ınt – B	R	ss. 22,980/-	
GST on bills – C	Rs. 1,379/-	Rs. 1,379/- $C$ Total $D = B + C$					
Work done from	-	Work don	e to		-  -		
Sl. No	Bill No.	Bill date			В	Bill amount	
1.	004	15/04/202	1		R	As. 24,359/-	
2.	-	-			-		
3.	-	-			-		
4.	-	-			-	/	
		1	An	nount E - I	Bills total R	Rs. 24,359/-	
	nent amount F (D-E) – 40% labour	r charges, 40	% allowance for	consumab	les and -		
20% transport charges – or	as per guidelines				390		
Amount G - Other Credits	:				-		
Amount H - Other Debits:					-		
Amount I - to be credited t	o the contractor (E+F+G-H)				R	Rs. 24,359/-	
Amount J – Difference A-l	B (should be nil)	12	•		-		
Amount K – Difference D-	-E-F (should be nil)						
Quantity received as per W	VO.	□ Yes □	Excess received	l   Short re	eceived E	xplained below	
Difference between A & B			No (explained				
Excess / short material rec			ed - within acce		ts 🗆 No lexi	plained below),	
Close WO	orvod		lo – wait for bala				
Advance paid / PDC given	(deduct when paying)	□ Ves - R	ks. <u>/-</u> □.×6	<u> </u>			
Payment – due date		17/04/202		/			
Remarks: No work order	for above bill. Please consider the				31		
Approved by Purcl Office	The state of the s	urement ager		Accounts - receiver of bill	Accountant	Accounts Manager	
Sign:	16	APR 7071					
Date	Will I was	THE PAST	+				

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/-

PAN NO.: FQQPM7695C

@: 8341119616

## M. LALITHA PAINTS

Plot No. 117, Nehru Nagar, Jammigadda, Kushaiguda, Kapra, Hyderabad-500 062 Telangana

1	n	V	O	C	e	N	0.
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INVOICE

Dt: 15-04-4

N	0	m	0
IV	а	111	e

Victa Homes

Address

GSTIN: 36 AAGIFV 2068 PIZJ				
SI. No. Name of Product	Qty.	Rate	AMOUNT Rs.	Ps.
1. B.C of G Boog Plate Internal painting works come.	١	P.7.	11,628	82
2. Nain dur porising und don @ flatt of Fy & Block	,	しら、	12920	w
@ fealt of ty & 13000)				
	21	8		
SERTIES .		a e		
Data ISLU D				
	TOTAL		24,258	80

Rupees in words Twenly The Chorsaf liver

For M. LALITHA PAINTS

Calily

Terms & Conditions:

Goods once sold will not be taken back.

**Authorised Signature** 

(9: 18357 to 18359

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

Sl. N regis	lo. – site bills	153	2		Date Regi	- site bi	lls	24	103/21
	pany Name:	Vis	tatt	omy	Site:			Visto	attornee
Nam	e of Contractor		M	·la	lit	ta			1//222
Natu	re of work			Das	inti		2001		
Worl	k done	From Da	ite			To	Date		
Sl. No.	Villa/Flat/block no	Qty.		Rate		Units	Amou	ınt	Contractors bill no
1.	Towalds	14	164	7.5	0/	- 121	- 10	,980/	om no
2.	B, Cand			7.3	-//	361	10	1 160/1	
3.	a block								
4.	flats in	teh							
5.	painting w	180							
6. 7.	doke	-						<del> </del>	
8.		_					-/		
9.		-					-		
10.		_					-		
11.	T	otal:					10,	780/	
Bill	required	YES	NO.		GST	bill requi	red	☐ YES	NO.
200000000000000000000000000000000000000	surement &	Requir				urement		Enclos	
	nate sheet:	□ Not re	quired			vO date:	:	□ Not en	closed
	WO no.				10/1	vo date.		<u></u>	
Rem	arks :								
									/
								- W	
								•	
	11 2 11/1		\ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \	arrad b	v Dec	on Team	An	proved by	M.DO SY
	roved by Project Ma	anager	-		y Desi	ign Team	Dat		
Date		3/21	Date:	20	Jo	3/21	Sig	<u> </u>	AR 2021
Sign	: (1)		Sign:	$\mathcal{N}$	aga	lax.	T T	30111	ing labour bills, bil

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.

Comp	any Name:	Vista Homes				l	Approved by:		
rojec		Vista Homes					Sign:		
	Description:	B G C Block painting works							
Prepar	red By	T Madhu							
-	actor Name	M Lalitha							
Date:		24.03.2021							
			Α	В	С	D	E=AxBxCxD	F	G=Sum of E
S No.	Item Head	Item Description	Length	Width	Height	Nos.	Quantity	Units	Item Head Total
1	B 309,	Master, children & Guest Be	12.00	1.00	4.00	6.00	288.00	Sft	
	putty,primer and 2 co	ats colour	9.00	1.00	4.00	6.00	216.00	Sft	
		Hall and dininghall area	12.00	1.00	4.00	2.00	96.00	Sft	
2	G 209,	Master,children & Guest Be	12.00	1.00	4.00	6.00	288.00	Sft	
	putty,primer and 2 co	eats colour	9.00	1.00	4.00	6.00	216.00	Sft	
		Hall and dininghall area	12.00	1.00	4.00	2.00	96.00	Sft	
3	C 402	Master Bed room walls	12.00	0.00	4.00	2.00	96.00	Sft	
	putty,primer and 2 co	oats colour	9.00	0.00	4.00	2.00	72.00	Sft	
		Hall and dininghall area	12.00	0.00	4.00	2.00	96.00	Sft	
						***			1,464.0

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Compa	ny Name:	Vista Homes			Approved b	y:	
Projec	t:	Vista Homes			Sign:		
Work I	Description:	B G C Block painting works					
Prepar	ed By	T Madhu					
Contra	ctor Name	M Lalitha					
Date:		24.03.2021					
S No.	Item Head	Item Description	Quantity	Units	Rate	Amount	Item Head Total
	B 309,G 209,C 402	putty,primer and 2 coats colour	1,464.00	Sft	7.50	10980.00	
	Grand total:-						10980.00
	Amount in words:-	Ten thousand nine hundred and eig	hty rupees only	1.			

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19: 18330 to 18306

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

Sl. N regis	lo. – site bills ter	1533	)		Date Regis	- site bi	lls	21	4/0/21	
-	pany Name:	Vis	affor	nes	Site:			Vist	attornel	
Nam	e of Contractor		M. Lalitha							
Natu	re of work			Melamère Polish.						
Worl	k done	From Da	ate			To	Date			
Sl. No.	Villa/Flat/block no	O. Qty.		Rate		Units	Amou	ant	Contractors bill no	
1.	Towald	1 9	4	50	10/-	LON	(24	,000	12,00	0/-
2.	coud t	5						It	10,00	/
3.	swelche	eti								
4.	maindoo	Y					-			
5.	polish wo	K						-		
6. 7.	dore						<del> </del>			
8.							<del> </del>	<del> </del>		
9.		_					<del>                                     </del>	<del> </del>		
10.										
11.	T	otal:					24	,000/	120	100
Bill	required	YES	NO.		GST	bill requ	ired	☐ YES		7
	surement &	Requi				urement		Enclos		
	nate sheet:	□ Not re	quired	_		ate sheet	:	□ Not er	nclosed	
	WO no.				PU/W	/O date:				
Rem	arks :									
								<del>,</del>		
								V		
							4,000	,	XAD := V	-
App	roved by Project Ma	anager	-	ved by	y Desi	gn Team			MD BY	1
Date	: 24h03	12/	Date:	25	103	3/21	Dat	6 5 MA	R 2021	1
Sign	: (14)		Sign:	N	9	lexan	Sig	n:	ing labour hills h	ills

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.

Comp	any Name:	Vista Homes				Approve	d hye										
Project:				Vista Homes											u by.	+-+	
	Description:	F,E Block main door polish				Sign:											
	ctor Name:	M Lalitha															
	red By	T.Madhu							No. 1 to the second of the Second								
Date:		24.03.2021															
			Α	В	С	D	E=AxBxCxD	F	G=Sum of E								
S No.	Item Head	ttem Description	Length	Width	Height	Nos.	Quantity	Units	Item Head Total								
	F Block																
1	Main door melamine polish	F 101 to 109	1.00	1.00	1.00	9.00	9.00	Nos									
		F 201 to 209	1.00	1.00	1.00	9.00	9.00	Nos									
									18.00								
2	E Block part 2				2 0	1											
	Main door melamine polish		1.00	1.00	1.00	6.00	6.00	Nos									
		E 310,311,312,							6.00								
		E 410,411,412															
								-									

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TIMATE SHEET						
mpany Name:	Vista Homes				Approved	by:
oject:	Vista Homes				Sign:	
ork Description:	F,E Block main door polish					
ntractor Name:	M Lalitha					
epared By	T.Madhu					
te:	24.03.2021			1000 0		
No. Item Head	Flat Nos	Quantity	Units	Rate	Amount	Item Head Total
F Block						
1 Main door melamine polish	F 101 to 109	18.00	Nos	500.00	9000.00	
	F 201 to 209	-				
2 E Block part 2				· · · · · · · · · · · · · · · · · · ·		
Main door melamine polish						
	E 310,311,312,	6.00	Nos	500.00	3000.00	
	E 410,411,412					
						12000.00
Amount in w	ords:-Twelve th	ords:-Twelve thousand rupees only	ords:-Twelve thousand rupees only	ords:-Twelve thousand rupees only	ords:-Twelve thousand rupees only	ords:-Twelve thousand rupees only

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