PURCHASE DIVISION,

Advice for approval for credit to contractor

Date:	26/04/2021		
WO no.	-	Prepared by:	T.D. Murthy
Contractor Name	Gurrala Narendra Babu Yadav	WO date.	-
Firm/Company	Silver Oak Villas LLP	WO amount – A	-
Nature of work	Painting work	Project name	SOV
Villa/flat/block no.	46		
Request for payment date	05/01/2021	Request for payment amount – B	Rs. 12,375/-
GST on bills – C	Rs. 743/-	Total D = B + C	Rs. 13,118/-
Work done from	02/12/2020	Work done to	30/12/2020
Sl. No	Bill No.	Bill date	Bill amount
1.	07	22/01/2021	Rs. 13,118/-
2.	-	-	-
3.	-	-	-
4.	-	-	-
			-
		Amount E - Bills total	Rs. 13,118/-
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. 13,118/-
Amount K – Difference D-E-F (should be nil)			-
Quantity received as per WO			-
Difference between A & B acceptable		☐ Yes ☐ Excess received ☐ Short received ☑ Explained below	
Excess / short material received		~~☐ Yes ☐ No~~ (explained below)	
Close WO		~~☐ Approved - within acceptable limits~~ ☐ No (explained below),	
Advance paid / PDC given (deduct when paying)		☐ Yes ☐ No – wait for balance material ☑ No (explained below)	
Payment – due date		☐ Yes – **Rs. /-** ☑ No	
Remarks: **No work order for above bill. Please consider the bill for processing.**		**01/05/2021**	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M.D.	Accounts – receiver of bill	Accountants	Accounts Manager
Sign:			26 APR 2021				
Date	26/4/21						

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/-

GSTIN No. : 36ASZPG9718L1ZQ

TAX INVOICE

Cell : 6300337797

GURRALA NARENDRA BABU YADAV

Plot No. 66B, Krishna Nagar Colony, Moula-Ali, Hyderabad - 500 040.

Tax in Payable of Reverse Charge :	Transportation Mode :
Invoice Serial No. : 07	Vehicle No. :
Invoice Date : 22/01/2021	Date & Time of Supply
	Place of Supply 22/01/2021

Details of Receiver / Billed to :	Details of Consignee / Shipped to :
Name : Silver oak Villas LLp	Name :
Address Cherlapally Hyd	Address
GSTIN/UN 36ADBF63888A227	GSTIN/UN
State State Code :	State State Code :

Sl. No.	DESCRIPTION	Qty.	Rate	AMOUNT Rs.	Ps.
	Towards painting work done at Villa no:-46 (2 Bhk)			13,118/-	

INWARD No. 7997 Date 26/4

Total Invoice Amount in Words :		
Thirteen Thousand one hundred - Eighteen only -	Total Amount	13,118/-
	Transport Charges	
	Labour Charges	
Bank Details :	CGST @ %	
Bank Name :	SGST @ %	
Branch :	IGST @ %	
Bank A/c. :		
Bank, IFSC :	**NET AMOUNT**	13,118/-

For **GURRALA NARENDRA BABU YADAV**

Receiver's Signature

Authorised Signature

ID - 7923

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

Sl. No. - site bills register	873	Date - site bills Register	5/01/2021
Company Name:	SOVLLP	Site:	SOV
Name of Contractor	G Narendra Babu		
Nature of work	Painting work		
Work done	From Date 02/12/2020	To Date	30/12/2020

Sl. No.	Villa Flat block no.	Qty.	Rate	Units	Amount	Contractors bill no
1.	Villa No: 46	1100	11.25	sft	12,375	
2.	(2BHK)					
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						
11.						
	Total:				12,375/-	

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: 05 JAN 2021	Date: 16/04/21	Date:
Sign:	Sign: Nagalaxmi	Sign:

APPROVED BY
05 JAN 2021
Project Manager
K. Purushotham (S.O.V LLP)

APPROVED BY
16 APR 2021
SOHAM MODI
MANAGING DIRECTOR

Note: [illegible] days of completion [illegible] This form can be used for certifying [illegible] bills [illegible] to hire charges, cash work, turnkey civil contractors. 3. Wherever not applicable - fill NA. 4. Estimate and measure[illegible] are not required for turnkey jobs where guideline rates are clearly given.

MEASUREMENT SHEET

Company Name:	Silver Oak Villas LLP	
Project:	Silver Oak Villas	Approved by:
Work Description:	**Painting work**	Sign:
Contractor Name	G. Narender Babu	
Prepared By	G.Mona	
Date:	05-01-2021	

S No	Item Head	Item Description	Length	Width	Height	Nos	Quantity	Units	Item Head Total
1	Villa no: 46 2 BHK	**Stage-III (25%)**	1,130.00	1.00	1.00	1.00	1,[illegible]00.00	sft	

ESTIMATE SHEET

Company Name	Silver Oak Villas LLP
Project:	Silver Oak Villas
Work Description	Painting work
Name of the Contractor	G Narender Babu
Prepared By	G.Mona
Date:	05-01-2021

S No	Item Head	Item Description	Quantity	Units	Rate	Amount	Item Head Total
1	Villa no: 46 2 BHK	Stage-III (25%)	1,100.00	sft	11.25	12,375.00	
							12,375.00

Total Amount: Twelve Thousand Three Hundered and Seventy Five Rupees Only/-

APPROVED BY
05 JAN 2021
Project Manager
K. Purshotham (S.O.V.LLP)