PURCHASE DIVISION,
Advice for approval for credit to contractor

| | | | |
|---|---|---|---|
| Date: | 26/10/2021 | Prepared by: | T.D. Murthy |
| WO no. | 79548 | WO date. | 10/08/2021 |
| Contractor Name | Mr. Mohan Ram | WO amount – A | Rs. 45,356/- |
| Firm/Company | Silver Oak Villas LLP | Project name | SOV - IX |
| Nature of work | SS Railing | | |
| Villa/flat/block no. | 29 | | |
| Request for payment date | 20/09/2021 | Request for payment amount – B | Rs. 19,219/- |
| GST on bills – C | Rs. 3,459/- | Total D = B + C | Rs. 22,678/- |
| Work done from | 20/08/2021 | Work done to | 17/09/2021 |
| Sl. No | Bill No. | Bill date | Bill amount |
| 1. | 047 | 26/10/2021 | Rs. 22,678/- |
| 2. | - | - | - |
| 3. | - | - | - |
| 4. | - | - | - |
| | | Amount E - Bills total | Rs. 22,678/- |
| 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. 22,678/- |
| Amount J – Difference A-B (should be nil) | | | Rs. -26,137/- |
| 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 | **01/11/2021** |

Remarks: **Estimate and measurement sheet is enclosed. Part bill received. Please check advances and release the balance Payment.**

| Approved by | Purchase Officer | Purchase Manager | Procurement Manager | M.D. | Accounts – receiver of bill | Accountants | Accounts Manager |
|---|---|---|---|---|---|---|---|
| Sign: | | | APPROVED 26 OCT 2021 MANISH PARIKH MANAGER PROCUREMENT | | | | |
| Date | 26/10/21 | | | | | | |

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/-

TAX INVOICE Cell : 8125765219, 7075802950

# M/s. LEELA STEEL RAILING & FURNITURE

**Mfg: All Kinds of Stainless steel, Railings steel Furniture, Kitchen Trolleys 202,304 & All Interior, Decorative Items**

# Main Office : 1-2-3-5/1, Indiranagar Colony, Venkateshwara Temple Road, Beside Kattalamandi, Uppal, Hyderabad.

# Branch Office : Ramppally Chowrasta, Ghatkesar Road, Hyderabad.

| | | |
|---|---|---|
| Buyer : M/s.: Silver oak villas LLP | Invoice No. 047 | Date : 26/10/2021 |
| | Delivery Note : | Made of Payment : |
| | Buyers Order No. : 79548 | Date : 10/8/2021 |
| GST No. : 36ADBFS3288A2Z7 | Despatched Through: | Destination : |

| Sl. No. | Description of Goods | HSN Code | Qty | Rate | Amount Rs. Ps. |
|---|---|---|---|---|---|
| 1 | SS Railing (V.W. 29) | | 60 | 320.31/- | 19218.60/- |

SUMMIT SALES LLP * R.R. DIST. * IN WARD No: 5603 Date: 26.10.21 Sign:

| | | | |
|---|---|---|---|
| GST No. : 36CRBPB0826R1ZO | Gross Value | | 19218.60/- |
| Rupees in words: Twenty two Thousand Six hundred and Seventy Seven. | Add CGST | 9 % | 1729.67/- |
| | Add SGST | 9 % | 1729.67/- |
| | Add IGST | % | — |
| | GRAND TOTAL | | 22677.94/- |

**Terms & Conditions**

1. Our risk and responsibilty ceases on delivery of goods and we are not respondible for damages, shortages or theft in transist.
2. 27% Intrest will be charged on bills remaining unpaid after due date
3. Payments within............days.

**For LEELA STEEL RAILING & FURNITURE**

Proprietor

TDS: 7990

Item

Construction division.
Advice for giving credit to contractors suppliers.

| | | | |
|---|---|---|---|
| Sl. No. – site bills register | 991 | Date - site bills Register | 20-09-2021 |
| Company Name: | SOVLLP | Site: | SOU |
| Name of Contractor | Leela Steel | | |
| Nature of work | SS Steel Railing | | |
| Work done | From Date 20-08-2021 | To Date | 17-09-2021 |

| Sl. No. | Villa/Flat/block no. | Qty. | Rate | Units | Amount | Contractors bill no |
|---|---|---|---|---|---|---|
| 1. | Villa no: 29 | | | | | |
| 2. | 3 BHK Villa | 60.00 | 320.31/- | Rft | 19218.60/- | |
| 3. | | | | | | |
| 4. | | | | | | |
| 5. | | | | | | |
| 6. | | | | | | |
| 7. | | | | | | |
| 8. | | | | | | |
| 9. | | | | | | |
| 10. | | | | | | |
| 11. | Total: | | | | 19,218.60/- | |

| | | | |
|---|---|---|---|
| Bill required | ✓YES NO. | GST bill required | ✓YES NO. |
| Measurement & estimate sheet: | ✓Required<br>Not required | Measurement & estimate sheet: | ✓Enclosed<br>Not enclosed |
| PO/WO no. | | PO/WO date: | |

Remarks :

APPROVED BY

| Approved by Project Manager | Approved by Design Team | Approved by M.D. |
|---|---|---|
| Date: 20 SEP 2021 | Date: 22/09/21 | Date: 22 SEP 2021 |
| Sign: Project Manager K. Purshotham (S.O.V.LLP) | Sign: Nagalaxmi | Sign: APPROVED BY SOHAM MODI MANAGING DIRECTOR |

Notes: 1. This advice must be sent within 7 days of completing work. 2. This form can be used for civil [illegible] bills for hire charges, earth work, turnkey civil contractors. 3. Wherever not applicable [illegible] Bill N.[illegible] estimate and measurement sheets are not required for turnkey jobs where guideline rates are clearly given.

MEASUREMENT SHEET

| | | |
|---|---|---|
| Company Name | Silver Oak Villas LLP | Approved by |
| Project: | Silver Oak Villas | Sign |
| Work Description | **SS Steel Railing** | |
| Contractor Name | Leela Steel | |
| Prepared By | B Meenakshi | |
| Date: | 20-09-2021 | |

| S No | Item Head | Item Description | Length | Width | Height | Nos | Quantity | Units | Item Head Total |
|---|---|---|---|---|---|---|---|---|---|
| 1 | V no 29(3 BHK Villa) | **Stair Case SS Steel Railing** | 60.00 | 1.00 | 1.00 | 1.00 | 60.00 | Rft | |
| | | | | | | | | | 60.00 |

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| ESTIMATE SHEET | | | | | | | |
| Company Name: | | Silver Oak Villas LLP | | | | | |
| Project: | | Silver Oak Villas | | | | | |
| Work Description: | | SS Steel Railing | | | | | |
| Name of the Contractor | | Leela Steel | | | | | |
| Prepared By | | B.Meenakshi | | | | | |
| Date: | | 20-09-2021 | | | | | |
| S No | Item Head | Item Description | Quantity | Units | Rate | Amount | Item Head Total |
| 1 | V no 29(3 BHK Villa) | **Stair Case SS Steel Railing** | 60.00 | **Rft** | 320.31 | 19218.60 | |
| | | | | | | Total: | 19,218.60 |
| | | Total Amount in words:Nineteen Thousand Two Hundered Ninteen Rupees Only | | | | | |

APPROVED BY
20 SEP 2021
Project Manager
K. Purshotham (S.O.V.LLP)

# Purchase Order

79548
10.08.21 11:15:44

Page(s) 1 Of 1    10-08-2021 13:57:20    Copy

**From Company : Silver Oak Villas LLP**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36ADBFS3288A2Z7

| **Supplier Details** | | | |
|---|---|---|---|
| Leela Steel Railing & Furniture | **Doc No** | 79548 | 156549 |
| Main office: 1-2-3-5/1, India Nagar Colony, Venkateshwara Temple Road, Beside Kattalmandi, Uppal, Hyderabad. | **Doc Date** | 10-08-2021 | |
| | **Quote No** | Nil | |
| **GSTIN** 36CRBPB0826R1ZO | **Quote Date** | 27-11-2018 | |
| 8125765219/7075802950 | **SupplyType** | Supply And Installation | |

**Kind Attn : Mr. Mohan Ram**

Purchase Order for the Supply of following Items.

| | Item Name | Qty | Rate | Dis% | GST | Amount |
|---|---|---|---|---|---|---|
| 1 | 6039 - Miscellaneous - SS Railing - NA - rft<br>*60 rft x 02 nos* | 120.00 | 320.31 | 0.00 | 18.00 | 45,355.90 |
| | | | | | **Total Order Value . . .** | **45,355.90** |

Rupees : Fourty Five Thousand Three Hundred Fifty Five and Paise Ninty Only.

Terms and Conditions :-

**Specification / Brand** All items shall be of 'Jindal' brand. 202 grade, 50mm x 1.5mm thick, 44' length.

**Payment Terms** 50% as advance & balance 50% after delivery and completion of the work.

**Tax** All taxes included in above price.

**Delivery Date** Within 4days

**Delivery Location** Silver Oak Villas Phase - IX
Sy. No. 291, Cherlapally, Hyderabad, next to Govt. of india mint
Phone. Contact: Security 65908777, 9502288244 Sanjay

**Penality For Delay** Nil

**Transportation Cost** Included in above price.

**Warranty** Nil

**Advance Paid** Rs. 22,678/- to be pay vide cheque no. , dt.

**Other Terms** We reserve the right to reject items not conforming to quality and specifications. Above order for V.no. 29 & 82 purpose. Above rates are inclusive of all.

**Completion Date** Work shall be completed within 3 days from the date of the work order.

**Measurment** Nil

**Security** Nil

**Remarks**

→ Part Bill received of Rs. 22,679/- . B.no: 047
26/10/21

and Bal. Bill to be received
26/10/21

For *Silver Oak Villas LLP*
Authorised Signatory
10/08/2021
Name :

Name :

Accepted the above Terms And Conditions
For *Leela Steel Railing & Furniture*

Date : __/__/____

1092

# Requisition Form

| | | | |
|---|---|---|---|
| Company Name: | Silver Oak Villas LLP | Date: | 09-08-2021 |
| Site & Phase : | Silver Oak Villas | Time: | 15.00 |
| Supplier | | Req. No. | 156549 |
| Material required before date: | 13-08-2021 | ID No. | ~~68297~~ 68276 |

| No | Description | Size | Quantity | Units | 67818 | Date |
|---|---|---|---|---|---|---|
| 1 | S.S Railing | 60Rft | 02 | No's | | |
| 2 | | | | | | |
| 3 | | | | | | |
| 4 | | | | | | |
| 5 | | | | | | |
| 6 | 79598 | | | | | |
| 7 | | | | | | |
| 8 | | | | | | |
| 9 | | | | | | |
| 10 | | | | | | |

APPROVED
10 AUG 2021
MINISH PARIKH
MANAGER PROCUREMENT

Remarks: - For villa no. 29,82 use purpose

| | | | |
|---|---|---|---|
| Prepared By | Ch. Pranavi | Approved by | |
| Sign.& Date | 09-08-2021 | Sign. & Date | |

Note: On receipt of material at site write inward number and date in last 2 columns.

| | | | |
|---|---|---|---|
| Company Name: | Silver Oak Villas LLP | Date: | 28.03.19 |
| Site & Phase : | Silver Oak Villas | Time: | 15.00 |
| Supplier | | Req. No. | |
| Material required before date: | | ID No. | |

| No | Description | Size | Quantity | Units | Inward No | Date |
|---|---|---|---|---|---|---|
| 1 | | | | | | |
| 2 | | | | | | |
| 3 | | | | | | |
| 4 | | | | | | |
| 5 | | | | | | |
| 6 | | | | | | |
| 7 | | | | | | |
| 8 | | | | | | |
| 9 | | | | | | |
| 10 | | | | | | |

Remarks: -For Site Use Purpose

| | | | |
|---|---|---|---|
| Prepared By | G chandra kanth | Approved by | |
| Sign.& Date | | Sign. & Date | |

Note: On receipt of material at site write inward number and date in last 2 columns.