|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Work Order Format** | | | | | | | | |
| **Company Name:** | | | | | | | **LOGO** | |
| Address: | | | | | | |
|  | | | | | | |
| Phone No.: | | | | | | |
| Email ID: | | | | | | |
| GSTIN No.: | | | | | | |
| License No.: | | | | | | |
|  | | | | | | | | |
| **Client Name:** | | | | | | **Order No.:** | |  |
| Address: | | | | | | Customer Id: | |  |
|  | | | | | | Order Received By: | |  |
| Phone No.: | | | | | |  | |  |
| Email ID: | | | | | |  | |  |
|  | | | | | | | | |
| Order Date: | | | Expected Start  Date: | | | Expected End  Date: | | |
| Work Authorized By: | | | | | Signature: | | | |
|  | | | | | | | | |
| Work  Description: | | |  | | | | | |
|  |
|  |
|  | | | | | | | | |  |
| **Sl. No.** | **Description** | | | **QTY** | **Price /Unit** | **Disc (₹)** | **GST (%)** | **Amount** |  |
| **I** | **Parts & Material Costs** | | | | | | | |  |
| 1 | Item 01 | | | 10 | 10000 | 100 | 18% | 117882 |  |
| 2 | Item 02 | | | 10 | 1000 | 100 | 18% | 11682 |  |
| 3 | Item 03 | | | 10 | 1000 | 100 | 18% | 11682 |  |
| 4 | Item 04 | | | 10 | 1000 | 100 | 18% | 11682 |  |
| 5 | Item 05 | | | 10 | 10000 | 100 | 18% | 117882 |  |
|  | **Total** | | | **50** |  | **500** |  | **270810** |  |
| **II** | **Services & Labour Costs** | | | | | | | |  |
| 1 | Labour 01 | | | 10 | 2000 | 200 | 5% | 20790 |  |
| 2 | Labour 02 | | | 10 | 2000 | 200 | 5% | 20790 |  |
| 3 | Labour 03 | | | 10 | 2000 | 200 | 5% | 20790 |  |
|  | **Total** | | | **30** |  | **600** |  | **62370** |  |
|  |  | | |  |  |  |  |  |  |
| **The Estimated Value For Your Building(I+II)** | | | | | | | | **333180** |  |
|  |
| **Work Order  Complied By:** | |  | | | | **Company seal & signature** | | |  |
|  |
|  | | | | | |  |
| **Date of  Approval:** | |  | | | |  |
|  |
| **Client Name & Title:** | |  | | | |  |
|  |
| **Additional Comments:** | | | | | | | | |  |
|  |
|  |