|  |
| --- |
| **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:** |  |  |
|  |
| **ClientName & Title:** |  |  |
|  |
| **Additional Comments:** |  |
|  |
|  |