



sample company 1

Address, Phone No--,

Work Order

Contractor Details	WO Details
Contractor Name : Address : Contact Person: Mobile No: Phone No: Email: PAN : GST No: 27ABCDT4676B1ZF	WO No: /1/2025-R0 WO Date: 01/06/2025 Valid Till: 30/06/2025 Project Name : Dummy Project Company PAN No: Company GST No:

Communication/Billing Address	Site Address
sample company 1 Address	
Project Incharge:	

With reference to the above subject and discussions that we had with your good self, we are pleased to release our work order for **Marketing Event Plann** at our above mentioned site under the following terms and conditions:

Sr.No	Item Description	Unit	Quantity	Rate Rs.	Net Amount Rs.
1	Marketing Marketing Activity for the Project Marketing Services	No.	1.00	100000.00	100000.00
Total				100,000.00	
GST Amount				18,000.00	
Retention Amount				0.00	
Total Amount				1,18,000.00	

Amount in words: RUPEES ONE LAC EIGHTEEN THOUSAND ONLY.

PS Description AGAINST RA BILL - 100.00%

GENERAL CONDITIONS OF CONTRACTS:

1. Duties Taxes & Octroi Charges : - All taxes & duties applicable to this contract shall be to your account. Octroi, Entry Tax, Sales Tax, VAT, Works Contract Tax, any other govt. levies, if any shall be borne by you. TDS will be deducted as per the rules applicable. GST will be paid extra as applicable.

2. Bill Frequency : - Monthly Running Bills duly certified by our Project Manager. Actual on site measurement will be considered for billing purpose.

3. Unloading and Loading of Equipment at site:- Shall be your responsibility at your cost.

4.Any damages/loss to the properties and / or lives occurred during execution of work on site by your labour, staff & machineries

Prepared by admin 13/06/2025	Approve By	Verified By For sample company 1	Accepted By Test contractor
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will be totally your responsibility.

5. For all matters related to this work order, legal jurisdiction will be PUNE.

6. This work order may be cancelled and the work can be withdrawn with 24 Hours prior notice without giving any reason, and without any compensation.

PAYMENT TERMS:

Payment Terms : - 15 Working days after submission of Running Bills & Log sheets duly Certified by our project manager.

Prepared by

admin

Approve By

Verified By

For sample company 1

Accepted By

Test contractor