

Contractor Progress Payment Report

PROJECT NAME	ABC Commercial Complex	REPORT DATE	2024-06-19
CONTRACTOR	XYZ Builders Ltd.	CONTRACT NO.	C-2024-001
CLIENT	Global Invest Co.	PAYMENT PERIOD	May 1-31, 2024

Summary of Contract Value

DESCRIPTION	AMOUNT (USD)
Original Contract Value	2,500,000.00
Approved Variations	150,000.00
TOTAL ADJUSTED CONTRACT VALUE	2,650,000.00

Progress Details

#	DESCRIPTION OF WORK	UNIT	QUANTITY	UNIT RATE	AMOUNT (USD)	COMPLETED TO DATE (%)
1	Earthworks	m³	500	25.00	12,500.00	100%
2	Concrete Works	m³	800	85.00	68,000.00	80%
3	Structural Steel	ton	100	1,200.00	120,000.00	60%

Financial Summary

DESCRIPTION	AMOUNT (USD)
Total Work Completed to Date	1,085,000.00
Less: Previous Payments	850,000.00
Less: Retention (5%)	12,500.00
Amount Due This Period	222,500.00

Certification

PREPARED BY	John Doe, Project Engineer
DATE	2024-06-19
REVIEWED BY	Jane Smith, Project Manager
DATE	2024-06-20

Important Notes:

- This report must be verified by the supervising consultant or authorized client representative.
- All variations and claims must be accompanied by supporting documents.
- Retention and deductions are as per contract terms.

- Progress percentages should reflect actual site conditions and completed work only.
- Timely and accurate submission of this report is essential for payment processing.