PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	29/3/22	Prepared by	Manisha	Serial no.	2626
Supplier name	Leela Steel Railing & furniture			HO inward no.	
Firm/Company	MRGV	Project	BRGV	HO received date	
PO/WO date	4/2/22	PO/WO No.	85141	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	061	1/3/22	20,650/-	□ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	20,650/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report ☑ Installation report	
MRN nos.: Installation Report enclosed — Proof of delivery matches MRN	☑ Yes □ No
Amount B –Other Credits : Transportation charges	–
Amount C –Other Debits :	–
Amount D (D=A+B-C) – Amount to be credited to the supplier:	20,650/-
Amount E – PO / WO value:	20,650/-
Amount F – Difference (A – E):	–
Quantity received as per PO /WO	☑ Yes □ Excess received □ Short received □ Part received
Close PO / WO	☑ Yes □ No – wait for balance material □ Other
Payment – due date	4/4/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Manisha	APPROVED			
Sign:	Manisha	30 MAR 2022			
Date	29/3/22	MINISH PARIKH MANAGER PROCUREMENT			
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

Notes: 1. In case amount to be credited to supplier and the bills total does not match, accountants to prepare JV for debit or credit. 2. This set should only have 5 documents i.e., advice to credit to supplier, original bill, proof of delivery, original purchase order with barcode, original requisition. 3. Do not attach additional documents like weighment slips, RMC batch reports, duplicate documents, Eway bills, test reports, etc. 4. In Amount A, exclude transport, Hamali charges, etc., and instead include in Amount B. 5. This report must reach HO within one working day of approval by purchase officer/purchase manager.

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.: M.O.DI Re.alty Genome valley LLP secunderabad GST No. : 36 AB FFM3063P1ZU	Invoice No. 061	Date : 1-03-2022
	Delivery Note :	Made of Payment :
	Buyers Order No. : 85/41/95055	Date : 1-03-2022
	Despatched Through:	Destination :

Sl. No.	Description of Goods	HSN Code	Qty	Rate	Amount Rs. Ps.
1	S.S. PIPE Fiting. 2020 2" 1½" 3/4 PIPE	7306	50	350	17500

SUMMIT SALES LLP
IN WARD
No. 92200
Date. 11/3
Sign:

GST No. : 36CRBPB0826R1ZO	Gross Value	
Rupees in words: Twonty thousand six handroute fifty rupes only/-	Add CGST 9 %	1575
	Add SGST 9 %	1575
	Add IGST %	
	GRAND TOTAL	20,650/-

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

मोहनराम

Proprietor

Purchase Order

85141
31.01.22 4:50:17

 04-02-2022 13:52:17

From Company : **Modi Realty Genome Valley LLP**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36ABFFM3063P1ZU

Supplier Details			
Leela Steel Railing & Furniture	**Doc No**	85141	95055
Main office: 1-2-3-5/1, India Nagar Colony, Venkateshwara Temple Road, Beside Kattalmandi, Uppal, Hyderabad.	**Doc Date**	04-02-2022	
	Quote No	Nil	
GSTIN 36CRBPB0826R1ZO	**Quote Date**	23-12-2021	
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 3'	50.00	350.00	0.00	18.00	20,650.00
			Total Order Value . . .			**20,650.00**

Rupees : Twenty Thousand Six Hundred Fifty Only.

Terms and Conditions :-

Specification / Brand	Quality & Specifications of works shall be as per given in the quotation. SS Pipe - Jindal make & Glass - Saint Gobain/Modi Guard.Prices shall remain fixed(Subject to change in GST) for a period of 6months.
Payment Terms	50% as advance and balance after delivery of all material and completion of the work.
Tax	All taxes included in above price.
Delivery Date	Within 3days
Delivery Location	Bloomdale Residency at Genome Valley Murharipalli,servey no-31& 32 Phone. Madhu Site Engineer - 9502211499
Penality For Delay	Bill must be submitted to H.O. within 30days of completion of work. 10% plty on value of order will be deducted for delay in submission of bill.
Transportation Cost	Included in the above price.
Warranty	5years replacement guarantee on all hardware installed. Hardware material should be branded.
Advance Paid	Rs. 10,325/- to be pay vide cheque no. , dt.
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Breakage if any in your a/c. Above order for BRGV staircase ground and 1st floor purpose. Fttg charges including in above price.
Completion Date	Work shall be completed within 4days. Penalty of 5% of order value per week shall be levied for delay.
Measurment	Payment will be made as per actual measurement of material received at site.
Security	Supplier shall be responsible for security and storage of material at site.
Remarks	'Original invoice + copy of proof of delivery is required to process invoice for payment. DO NOT send original invoice to site. Original invoices must be sent to HO office or purchase site office. Proof of delivery/DC can be sent by email.'

Received

For *Modi Realty Genome Valley LLP*

Authorised Signatory

Name : 04/02/2022

Accepted the above Terms And Conditions

For *Leela Steel Railing & Furniture*

Name : ______

Date : __/__/____

Requisition Form

Company Name:	MRGV		Date:		03-02-22	
Site & Phase :	BRGV		Time:		09.30am	
Supplier			Req. No.		95055	
Material required before date:	Asap		ID No.		73532	

No	Description	Size	Quantity	Units	Inward No	Date
1	SS railing (For staircase)	Std	50	Rft		
2						
3						
4						
5	85141	APPROVED				
6						
7		04 FEB 2022				
8						
9		MINISH PARIKH MANAGER PROCUREMENT				
10						

Remarks : This materials is require for BRGV stair case ground floor and first floor.

Prepared By	Sarwar	Approved by	
Sign.& Date	03-02-22	Sign. & Date	

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

Internal memo no. 903/35/A
Annexure -A
INSTALLATION REPORT

Company/ firm:	MRGV	Requisition nos.:	95055
Project:	BRGV.	PO no.:	85141
Supplier:	Leela Steel Railing & Furniture	Material type:	SS Railing.

Details of installation:

Sl. No.	Date of installation	Unit no.	Material details	Size	Qty
1.	15-03-2022	staircase.	SS Railing.	3'	50
				Total:	50.

Remarks: Installation of staircase SS railing Completed of BRGV.

	Project manager	Security	Admin (Audit)
Approved by	APPROVED BY 25 MAR 2022 SYED GOLAM SARWAR Project Manager/BRGV [signature]	Ajay	Pushp Jathy

Note: 1. Report to be sent at completion. 2. Partial completion report must be sent once a month. 3. This report is required for installation of windows, french windows, balcony/ staircase railing, fire doors and such materials where PO for material + labour is issued. Exclude false ceiling, painting, water proofing where 'Advice for giving credit to contractor/supplier form' is being set to E&D. 4. One or more reports can be made per PO. Avoid multiple POs in one report. 5. Provide report on defaults, poor quality, missing items, etc. 6. Reports to be sent to purchase@modiproperties.com regularly. However, report must be provided within one working day of request from purchase. 7. Maintain signed original at site