

PURCHASE DIVISION
Advice for approval for credit to supplier

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Date:	12/4/22	Prepared by	Monu	Serial no.	3017
Supplier name	M. Sudarshan			HO inward no.	
Firm/Company	MMRKLW	Project	GHJ	HO received date	
PO/WO date	17/3/22	PO/WO No.	86329	Scan ID.	
Sl no.	Bill no.	Bill date	Bill amount	Original attached	
1.	173	25/3/22	70,575.80	☐ Yes ☐ No	
2.				☐ Yes ☐ No	
3.				☐ Yes ☐ No	
4.				☐ Yes ☐ No	
Amount A – Bills total (Excluding Transport & Hamali Charges):				70,575.80	
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:				70,576.1-	
Amount E – PO / WO value:				70,576.1-	
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		18/4/22			
Remarks:					
Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Monu	P. Prabhakar			
Sign:	Monu	P. Prabhakar			
Date	12/4/22	2 APR 2022			
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 INVOCIE

Cell : 9849102251

M. SUDARSHAN

FABRICATION OF ALUMINIUM PARTITIONS, DOORS, WINDOWS & INTERIOR WORKS

D.No. 1348, Pioneer Bazar, Bollaram, Secunderabad - 500 010. T.S.

Email : sudarshan.maheshwaram@yahoo.com

GSTIN No. 36BBIPM8347N1ZW

Name :

Meheta & Modi Realty Kowkur ^{UP}
 S-4-187/344 II Floor M.G. Road Sec-bad
 GST No 36 ABL FM 7631 F1Z3

Bill No.

173

Date 25-3-2022

D.C No.

Date :

Order No. 86329

Date :

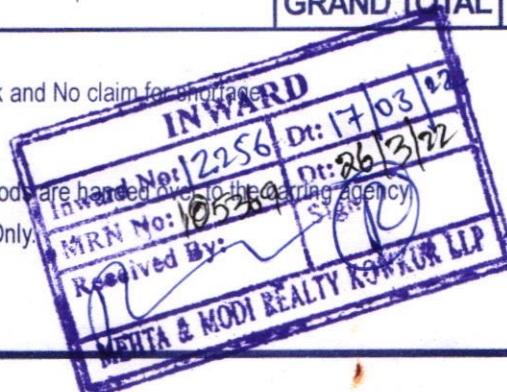
SI No	PARTICULARS	HSN CODE	FOR SIZE	QTY	FOR SFT	Amount Rs.	Ps.
1	UPVC Sliding window 2.5 Track with mesh & Glass 6'0" x 4'0" x 4 nos			SFT 96-0	335=00	32160	00
2	4 — do — 2'6" x 3'0" x 2 nos			15-0	390=00	5850	00
3	Top Hung Ventilator 2'6" x 2'0" x 3 nos			15-0	520=00	7800	00
4	French Door 5'0" x 7'0" x 1 no Plate NO A 101			35-0	400=00	14000	00



Rupees In Words: <u>Seventy thousand</u>	SUB TOTAL			59810	00
<u>Five hundred & Seventy Five</u>	SGST %	9		5382	90
<u>Eighty Rupees only</u>	CGST %	9		5382	90
	IGST %				
	GRAND TOTAL			70575	80

TERMS & CONDITIONS :

1. Goods once sold will not be taken back and No claim for shortage or damage will be entertained.
2. Cheque disgonour Rs. 500/- Extra
2. Our responsibility ceases no seener goods are handed over to the carrying agency
4. Subject to secunderabad Jurisdiction Only

For **M. SUDARSHAN***Sudarshan*

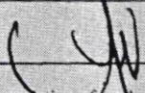
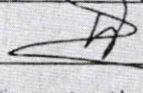
Signature

INSTALLATION REPORT

Company/ firm:	MMRK-llp	Requisition nos.:	141223
Project:	GHT	PO no.:	86329
Supplier:	Mr. M. Sudarshan	Material type:	UPVC windows

Details of installation:

Sl. No.	Date of installation	Unit no.	Material details	Size	Qty
1.	29/4/22	4	UPVC sliding windows	6'x4'	96sft
2.					
3.	29/4/22	3	UPVC Ventilators	2'6"x2'	15sft
4.					
5.	29/4/22	2	UPVC windows	2'6"x3'	15sft
6.					
7.	29/4/22	1	UPVC windows	5.0x7.0	35.5sft
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					
Total:					161sft
Remarks: work completed					

Approved by	Project manager	Security	Admin (Audit)
			

Note: 1. Report to be sent on completion of work. 2. For 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, etc. 4. Advice for giving credit to contractor/supplier form is being set to E&D. 5. One or more reports can be made per PO. Avoid multiple POs in one report. 6. Provide report on defaults, poor quality, missing items, etc. 7. Reports to be provided regularly. However, must be provided within one working day of request from purchase.

05 APR 2023
3H
PROJECT MANAGER

Estimate/Draft PO

86329

28.02.22 2:52:29

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12-03-2022 11:40:31

From Company : **Mehta & Modi Realty Kowkur LLP**
 5-4-187/3&4, II nd floor, MG Road, Soham Mansion, Secunderabad-500003
 G S T No. : 36ABLFM7631F1Z3

Supplier Details

Mr. M. Sudarshan
 H.No. 1348, Pioneer Bazar, Bolarum, Secunderabad.

GSTIN 36BBIPM8347N1ZW

9849102251

Doc No	86329	141223
Doc Date	12-03-2022	
Quote No	Nil	
Quote Date	09-03-2022	
SupplyType	Supply	

Kind Attn : Mr. M. Sudarshan

Estimate/Draft PO for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 2429 - Carpentry - windows - UPVC Sliding windows-2.5 track-with mesh - 6ft X 4ft - Sft 71.50" x 47.50" - 04 nos	96.00	335.00	0.00	18.00	37,948.80
2 2451 - Carpentry - windows - UPVC Ventilator - 2ft 6in X 2ft - Sft Top Hung - 29.50" x 23.50" - 03 nos	15.00	520.00	0.00	18.00	9,204.00
3 2428 - Carpentry - windows - UPVC window - NA - Sft 2.5 Track - 29.50" x 35.50" - 02 nos	15.00	390.00	0.00	18.00	6,903.00
4 2428 - Carpentry - windows - UPVC window - NA - Sft French door - 59.50" x 83.50" - 01 nos	35.00	400.00	0.00	18.00	16,520.00
Total Order Value . . .					70,575.80

Rupees : Seventy Thousand Five Hundred Seventy Five and Paise Eighty Only.

Terms and Conditions :-**Specification / Brand** As per details given in the quotation dt. 06/12/2021.**Payment Terms** 10% as advance & balance on delivery of materials and receipt of invoice. Advance paid to be proportionately deducted.**Tax** All taxes included in above price.**Delivery Date** Within 4 days.**Delivery Location** Greenwood Heights

Sy no: 196, Kowkur.

Phone. 040-66335551

Penalty For Delay Bills must be submitted to H.O. within 30days of completion of work. 10% ply on value of order will be deducted for delay in submission of bills.**Transportation Cost** Included in the above price.**Warranty** 1 year on workmanship.**Advance Paid** Rs. 7,058/- to be pay vide cheque no. , dtd.**Other Terms** We reserve the right to reject items not conforming to quality and specifications. Above order for Flat no. A- 101.**Completion Date** Work to be completed within 2 working days. Penalty of 5% of order value per week shall be levied for delay.**Measurement** Payment will be made as per measurement of laid and fixed material. Wastage at suppliers cost.**Security** Supplier shall be responsible for security and storage of material at site at its risk and cost.**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.'**For MDs APPROVAL**

- ☐ High Value/quantity beyond limits.
- ☐ Po/Req. processed-post approval.
- ☐ Approval for technical details/clarification.
- ☐ Replenishing SSSLP stock
- ☒ Other

For **Mehta & Modi Realty Kowkur LLP**

Authorised Signatory:

Accepted the above Terms And Conditions

For **Mr. M. Sudarshan**Name : 15/03/2022

Name : _____

Date : __/__/__

Requisition Form - UPVC Windows with mesh three track												
Company		MMR KOWKUR LLP		Site & Phase		GHT						
Req. no.		141223		Req. Date		28 February 2022						
Material required before		05 March 2022		ID no.		74237						
Prepared by:		A Suresh		Approved by (sign):								
Flat / Block no:		A -101		Sudarshan								
Name of the Supplier :												
Type A 1715 Sft 3BHK Order Value:												
Type B 1715Sft 3BHK Order Value:		1										
S No.	Item Description	Units	Qty required for Type B 1010 Sft 2BHK flat	Qty required for Type A 1210 Sft 3BHK flat	Type B 1010 2BHK flats requirement	Type A 1210 Sft 3 BHK flats requirement	Quantity required	Qty Available at site	Balance Qty to be ordered	Quantity in sft	Inward no	Date
1	UPVC Windows 6'x4' ✓	Nos	4		4		4	-	4	96.0		
2	UPVC Windows 2.6" X3' ✓	Nos	2		2		2		2	15.0		
3	UPVC Windows 2.6"x 2.0"(top hang) ✓	Nos	3		3		3		3	25.0		
4	UPVC french Window 5' x 7' ✓	Nos	1		1		1		1	35.0		
	Total		10		9		9	-	9	171.0		
Note : Please issue the work order												

86329

APPROVED BY
16 MAR 2022
SOHAM MODI
MANAGING DIRECTOR