PURCHASE DIVISION
Advice for approval for credit to supplier

(C)

Date:	14/04/22	Prepared by	Kavitha	Serial no.	3118
Supplier name	Sri Sai vishal Enterprises			HO inward no.	
Firm/Company	MGA	Project	MGA	HO received date	
PO/WO date	10/3/22	PO/WO No.	86276	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	173	31/3/22	161800/-	☑ Yes □ No
2.				□ Yes □ No
3.			/	□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	161800/-

Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report

MRN nos.:	104977	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:	161800/-
Amount E – PO / WO value:	161800/-
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	18/04/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:					
Sign:	Kavitha				
Date	14/04/22				
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 ✆ : 8367679193

SRI SAI VISHAL ENTERPRISES

FLY ASH BRICKS

Factory : Godumakunta Vill., Keesara Mdl, Medchal Dist.

Office : Street No. 17, Tarnaka, Secunderabad.

GSTIN : 36ACZPL1512H1ZF

(COMPOSITION TAXABLE PERSON NOT ELIGIBLE TO COLLECT TAX ON SUPPLIES)

M/s Aditya Developers LLP

Party GSTIN 36ACZPL1512H1ZF

Inv. No. 173 Date : 31-03-22

D.C. No. 251 Date : 17-03-22

P. O. 86276 Date :

Payment

State : **TELANGANA** Code : **36**

S.No.	PARTICULARS	HSN CODE	QTY.	RATE	UNIT	AMOUNT Rs. Ps.
1.	20 mm Metal					
2.	Baby Chips					
3.	Stone Dust					
4.	Sand					
5.	Red Mutti					
6.	Granite					
7.	40mm Hand Metal					
8.	Crusher Sand					
9.	12mm Metal					
10.	Cement Solid Bricks					
	4X8X16 →		800	21	Noi	16800=00
	6X8X16					
	6X8X12					

SUMMIT SALES LLP IN WARD No: 93027 Date: 6/4 Sign: R.R. DIST.

Rupees in words Sixteen Thousand eight Hundred only

TOTAL	16,800=00
SGST @ %	-
CGST @ %	-
GRAND TOTAL	16800=00

Name : SRI SAI VISHAL ENTERPRISES
Bank Name : HDFC BANK
Account No. : 50200042541343
IFSC Code : HDFC0000368 **Branch :** Nacharam

E. & O.E.

For **SRI SAI VISHAL ENTERPRISES**

Date: 31.03.22

Bill No: 173

SRI SAI VISHAL ENTERPRISES

Adica Developers Thurayappally

DATE	V.NO	DC.NO	4 X8X16	PO.NO	PO.DATE
17-03-22	9193	251	800	86276	
		Total	800 Nos		

Purchase Order

 10-03-2022 10:49:54

86276
28.02.22 2:52:29

From Company : **Aedis Developers LLP**
5-4-187/3&4, II Floor, M G Road, Secunderabad-500003
G S T No. : 36ABPFA0002Q1ZD

Supplier Details			
Sri Sai Vishal Enterprises	**Doc No**	86276	100594
12-13-167,Street no 17, Tarnaka, Medchal, Malkajgiri, Tellangana-500017.	**Doc Date**	10-03-2022	
	Quote No	Nil	
GSTIN 36ACZPL1512H1ZF	**Quote Date**	19-05-2021	
9391029193 9391029193	**SupplyType**	Supply	

Kind Attn : Akula Lakshmi

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	1004 - Building material - Cement Solid Blocks - 4 In x8 In x16 In - nos	800.00	21.00	0.00	0.00	16,800.00
					Total Order Value . . .	**16,800.00**

Rupees : Sixteen Thousand Eight Hundred Only.

Terms and Conditions :-

Specification /	Items shall be of 25kgs approx.Strength minimum 30kgs/cm2, QC report a must!
Payment Terms	Within 30 days of delivery of all materials & production of bill.
Tax	All taxes included in above price.
Delivery Date	As per request of Project Manager
Delivery Location	Morning Glory Apartments Genomevalley, Hyderabad Phone. Madhu Site Engineer - 9502211499
Penality For Delay	Bills must be submitted to H.O. within 30days of supply of material. 10% plty on value of order will be deducted for delay in submission of bills.
Transportation	Included in the above price.
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right items not confirming to qlty & specs. Breakage in your account. Above order for Compound wall (Note : Received 800 bricks from sai vishal Enterprises) purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
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 deli vary /DC can be sent by email.

For ***Aedis Developers LLP***

Authorised Signatory

Name :

Accepted the above Terms And Conditions

For ***Sri Sai Vishal Enterprises***

Name : ______

Date : __/__/____

Requisition Form - Cement Blocks			
Company	Aedis Developers LLP	Site & Phase	MGA
Req. no.	100594	Req. Date	10.03.2022
Material required before	12-03-2022	ID no.	
Prepared by:	Pushpalatha	Approved by (sign):	T.Madhu
Flat / Block no:	Towards Compound wall purpose at MGA.		74525
	Note: Received 800 bricks from Sai vishal Enterprises		

S No.	Falt / villa type	Units	No. of flats / villas	Requirement per flat / villa - 6" Cement blocks (16"x8"x6")	Requirement per flat / villa - 4" Cement blocks (16"x8"x4")	Qty required - 6" Cement blocks (16"x8"x6")	Qty required - 4" Cement blocks (16"x8"x4")
1	Type A - 3BHK - 1,210 sft	Nos	-	1,261.0	1,082.0	-	-
2	Type C - 2BHK - 1,110 sft	Nos	-	1,145.0	980.0	-	-
3	Type C - 1BHK - 540 sft	Nos	-	755.0	420.0	-	-
4	Type D - 2BHK - 840 sft	Nos	-	560.0	140.0	-	-
	Total					-	-

S No.	Item Description	Units	Qty required	Stock at site	Balance Qty to be ordered
1	Solid Brick 4"x8"x16" 86276	Nos	800.0	-	800.0
2	6" Cement blocks (16"x8"x6")	Nos		-	-
3	4" Cement blocks (16"x8"x4")	Nos	-	-	-
	Total		800		800.0

Note: 10% of blocks must be half size

APPROVED
10 MAR 2022
P. PRABHAKAR
Sr. MANAGER PURCHASE

DELIVERY CHALLAN ✆ : 8367679193

SRI SAI VISHAL ENTERPRISES

FLY ASH BRICKS

Factory : Godumakunta Vill., Keesara Mdl, Medchal Dist.
Office : Street No. 17, Tarnaka, Secunderabad.
GSTIN: 36ACZPL1512H1ZF

No. 351 Date : 17/03/22

M/s. Acdis Developer

P.O. No. 86276 Date :

S.No.	PARTICULARS	BRICK SIZE	QUANTITY
1	Solid Bricks	4x8x16	800
	SUMMIT SALES LLP R.R. DIST. IN WARD No: 79165 Date: 13/4 Sign:		
	Vehicle No. TS 08 UG 9193		
	Time : 10.15		
	Driver Name : Mahbob		800

Received the above material in good condition

For SRI SAI VISHAL ENTERPRISES

Receiver's Signature

Internal memo no. 903/35/A

Annexure -D

Cement Blocks – Weekly Delivery Report

Company/ firm:	MRGV	Requisition nos.:	100594	Total PO quantity:	800
Project:	BRGV	PO No.	86276	Quantity delivered in earlier period:	800
Block /Flat / Villa no.:	5	Total material delivered	Yes/ No	Quantity delivered during week:	-
Supplier:	Sri Sai vishal enterprises	Close PO:	Yes / No	Balance quantity to be delivered:	
Sign of security	Ajay	Sign of Admin	Pushpalatha	Sign of Project manager	APPROVED BY 24 MAR 2022
Date	24/3/22	Date	24/3/22	Date	24/3/22 SYED GULAM SARWAR Asst. Project Manager/BRGV

Details of solid blocks – delivered in earlier period.

S No	Date	Time	Block Size & type	Quantity delivered	DC No.	Inward no.	MRN No.
11.	17/3/22	12:30	4"x8"x16"	800	251	11225	104977
12.							
13.							
14.							
15.							
	Total:			800			

Details of solid blocks – delivered during the week.

S No	Date	Time	Block Size & type	Quantity delivered	DC No.	Inward no.	MRN No.
1.							
2.							
3.							
4.							
5.							
	Total:						
Remarks:							

Note: 1. Report to be emailed to [illegible] and report-[illegible] every Saturday. 2. Maintain original along with delivery challans along with photos at site. 3. Report must have totals calculated. 4. Specify block size and block type (solid / hollow). 5. Total quantity and delivered quantity includes all types of blocks. 6. One running report must be made per PO.