

PURCHASE DIVISION  
Advice for approval for credit to supplier



|                                                                                                                                                                                                                                        |                               |                                                                                                                                                                 |             |                                                                     |                  |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|---------------------------------------------------------------------|------------------|
| Date: 16/04/22                                                                                                                                                                                                                         |                               | Prepared by: Ranya                                                                                                                                              |             | Serial no. 2602                                                     |                  |
| Supplier name: M. Sudarshan                                                                                                                                                                                                            |                               |                                                                                                                                                                 |             | HO inward no.                                                       |                  |
| Firm/Company: MPPLP                                                                                                                                                                                                                    |                               | Project: MPL                                                                                                                                                    |             | HO received date                                                    |                  |
| PO/WO date: 07/3/22                                                                                                                                                                                                                    |                               | PO/WO No. 86424                                                                                                                                                 |             | Scan ID.                                                            |                  |
| Sl no.                                                                                                                                                                                                                                 | Bill no.                      | Bill date                                                                                                                                                       | Bill amount | Original attached                                                   |                  |
| 1.                                                                                                                                                                                                                                     | 175                           | 07/04/22                                                                                                                                                        | 68133       | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |                  |
| 2.                                                                                                                                                                                                                                     |                               |                                                                                                                                                                 |             | <input type="checkbox"/> Yes <input type="checkbox"/> No            |                  |
| 3.                                                                                                                                                                                                                                     |                               |                                                                                                                                                                 |             | <input type="checkbox"/> Yes <input type="checkbox"/> No            |                  |
| 4.                                                                                                                                                                                                                                     |                               |                                                                                                                                                                 |             | <input type="checkbox"/> Yes <input type="checkbox"/> No            |                  |
| Amount A – Bills total (Excluding Transport & Hamali Charges):                                                                                                                                                                         |                               |                                                                                                                                                                 |             | 68,133/-                                                            |                  |
| Proof of delivery by way of: <input type="checkbox"/> DCs/bill <input type="checkbox"/> Steel report <input type="checkbox"/> RMC pour report <input type="checkbox"/> Solid block report <input type="checkbox"/> Installation report |                               |                                                                                                                                                                 |             |                                                                     |                  |
| MRN nos.: 105751                                                                                                                                                                                                                       | Proof of delivery matches MRN |                                                                                                                                                                 |             | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |                  |
| Amount B – Other Credits : Transportation charges                                                                                                                                                                                      |                               |                                                                                                                                                                 |             | -                                                                   |                  |
| Amount C – Other Debits :                                                                                                                                                                                                              |                               |                                                                                                                                                                 |             | -                                                                   |                  |
| Amount D (D=A+B-C) – Amount to be credited to the supplier:                                                                                                                                                                            |                               |                                                                                                                                                                 |             | 68,133                                                              |                  |
| Amount E – PO / WO value:                                                                                                                                                                                                              |                               |                                                                                                                                                                 |             | 3,72,243/-                                                          |                  |
| Amount F – Difference (A – E):                                                                                                                                                                                                         |                               |                                                                                                                                                                 |             | 3,41,101/-                                                          |                  |
| Quantity received as per PO / WO                                                                                                                                                                                                       |                               | <input type="checkbox"/> Yes <input type="checkbox"/> Excess received <input type="checkbox"/> Short received <input checked="" type="checkbox"/> Part received |             |                                                                     |                  |
| Close PO / WO                                                                                                                                                                                                                          |                               | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No – wait for balance material <input type="checkbox"/> Other                                  |             |                                                                     |                  |
| Payment – due date                                                                                                                                                                                                                     |                               | 25/04/22                                                                                                                                                        |             |                                                                     |                  |
| Remarks:                                                                                                                                                                                                                               |                               | Part Bill                                                                                                                                                       |             |                                                                     |                  |
| Approved by                                                                                                                                                                                                                            | Purchase Officer              | Purchase Manager                                                                                                                                                | M D         | Accountant                                                          | Accounts Manager |
| Name:                                                                                                                                                                                                                                  | Ranya                         |                                                                                                                                                                 |             |                                                                     |                  |
| Sign:                                                                                                                                                                                                                                  |                               |                                                                                                                                                                 |             |                                                                     |                  |
| Date                                                                                                                                                                                                                                   | 16/04/22                      |                                                                                                                                                                 |             |                                                                     |                  |
| 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 INVOCIE

Cell : 9849102251

# M. SUDARSHAN

FABRICATION OF ALUMINIUM PARTITIONS, DOORS, WINDOWS &amp; INTERIOR WORKS

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

Email : sudarshan.maheshwaram@yahoo.com

GSTIN No. 36BBIPM8347N1ZW

Name :

Modi Properties Pvt. Ltd  
5-4-187/384 II Floor m.G Road Sec-2nd  
GST No 36 AABC M 4761 E12M

Bill No. 175

Date : 7/4/22

D.C No. 1

Date : .....

Order No. 86424

Date : .....

| SI No | PARTICULARS                                                                         | HSN CODE | FOR SIZE | QTY  | FOR SFT | Amount Rs. | Ps. |
|-------|-------------------------------------------------------------------------------------|----------|----------|------|---------|------------|-----|
| 1     | UPVC Sliding Window 2.5<br>Track 4mm plain Gray with<br>mesh<br>5'-0 x 4'-0 x 3 nos |          |          | 60-0 | 335=00  | 20100      | 00  |
| 2     | do<br>4'-0 x 3'-0 x 2 nos                                                           |          |          | 24-0 | 385=00  | 9240       | 00  |
| 3     | do<br>8'-0 x 7'-0 x 1 no                                                            |          |          | 56-0 | 400=00  | 22400      | 00  |
| 4     | Top Hung Ventilator<br>3'-0 x 2'-0 x 2 nos<br>Flat no C 803                         |          |          | 12-0 | 500=00  | 6000       | 00  |

Rupees In Words : Sixty Eight thousand  
One hundred Thirty Three  
and Twenty Paise only

|             |   |   |  |       |    |
|-------------|---|---|--|-------|----|
| SUB TOTAL   |   |   |  | 57740 | 00 |
| SGST        | % | 9 |  | 5196  | 60 |
| CGST        | % | 9 |  | 5196  | 60 |
| IGST        | % |   |  |       |    |
| GRAND TOTAL |   |   |  | 68133 | 20 |

**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 carting agency.
4. Subject to secunderabad Jurisdiction Only.

For **M. SUDARSHAN***Sudarshan*

Signature



9780130352373

15-03-2022 12:36:35

86424

28.02.22 2:52:30

|                                                   |  |                   |                         |
|---------------------------------------------------|--|-------------------|-------------------------|
| <b>Supplier Details</b>                           |  |                   |                         |
| Mr. M. Sudarshan                                  |  | <b>Doc No</b>     | 86424 178397            |
| H.No. 1348, Pioneer Bazar, Bolarum, Secunderabad. |  | <b>Doc Date</b>   | 15-03-2022              |
|                                                   |  | <b>Quote No</b>   | Nil                     |
| <b>GSTIN</b> 36BBIPM8347N1ZW                      |  | <b>Quote Date</b> | 09-03-2022              |
| 9849102251                                        |  | <b>SupplyType</b> | Supply And Installation |

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<br>71.50" x 47.50" - 03 nos | 72.00  | 335.00 | 0.00 | 18.00 | 28,461.60  |
| 2 | 2431 - Carpentry - windows - UPVC Sliding windows-2.5 track-with mesh - 5ft X 4ft - Sft<br>59.50" x 47.50" - 16 nos | 320.00 | 345.00 | 0.00 | 18.00 | 130,272.00 |
| 3 | 2437 - Carpentry - windows - UPVC Sliding windows-2.5 track-with mesh - 4ft X 3ft - Sft<br>47.50" x 35.50" - 07 no  | 84.00  | 385.00 | 0.00 | 18.00 | 38,161.20  |
| 4 | 2443 - Carpentry - windows - UPVC Openable window - 2ft X 4ft - Sft<br>23.50" x 47.50" - 01 nos                     | 8.00   | 485.00 | 0.00 | 18.00 | 4,578.40   |
| 5 | 2449 - Carpentry - windows - UPVC Openable window - 3ft X 2ft - Sft<br>Top Hung - 35.50" x 23.50" - 11 nos          | 66.00  | 500.00 | 0.00 | 18.00 | 38,940.00  |
| 6 | 2439 - Carpentry - windows - UPVC Sliding windows-2.5 track-with mesh - 3ft X 4ft - Sft<br>35.50" x 47.50" - 06 nos | 72.00  | 385.00 | 0.00 | 18.00 | 32,709.60  |
| 7 | 2428 - Carpentry - windows - UPVC window - NA - Sft<br>French Door - 8'0 x 7'0 - 03 nos                             | 168.00 | 400.00 | 0.00 | 18.00 | 79,296.00  |
| 8 | 2428 - Carpentry - windows - UPVC window - NA - Sft<br>French Door - 6'0 x 7'0 - 01 nos                             | 42.00  | 400.00 | 0.00 | 18.00 | 19,824.00  |

|                          |                   |
|--------------------------|-------------------|
| <b>Total Order Value</b> | <b>372,242.80</b> |
|--------------------------|-------------------|

Rupees : Three Lakh(s) Seventy Two Thousand Two Hundred Forty Two and Paise Eighty Only

| S.no. | Bill no.                                                 | Bill Dt. | Amount |
|-------|----------------------------------------------------------|----------|--------|
| 1.    | 175                                                      | 07/11/22 | 68,133 |
| 2.    | of invoice. Advance paid to be proportionately deducted. |          |        |
| 3.    |                                                          |          |        |
| 4.    |                                                          |          |        |
| 5.    |                                                          |          |        |

3.  
4.  
16 MAR 2022  
5.  
SOFIAT KODI  
MANAGING DIRECTOR

For **Mr. M. Sudarshan**

Authorized Signatory

Name :

Name : \_\_\_\_\_

Date :   /  /

## Estimate/Draft PO

Page(s) 2 Of 2

15-03-2022 12:35:35

Original / Office Copy / Purchase Div.Copy

**Other Terms**

We reserve the right to reject items not conforming to quality and specifications. Above order for C- 506,803,806,102 model flats purpose.

**Completion Date**

Work to be completed within 4 working days. Penalty of 5% of order value per week shall be levied for delay.

**Measurment**

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 **Modi Properties Pvt.Ltd.**

Authorised Signatory

Name :

Accepted the above Terms And Conditions

For **Mr. M. Sudarshan**

Name :

Date : 15/03/2022

| Requisition Form - UPVC Windows ( Luxury/Deluxe Flats ) |                                  |                                                                           |                                  |                                    |                      |                                    |                   |                       |                           |                 |           |      |
|---------------------------------------------------------|----------------------------------|---------------------------------------------------------------------------|----------------------------------|------------------------------------|----------------------|------------------------------------|-------------------|-----------------------|---------------------------|-----------------|-----------|------|
| Company                                                 |                                  | MPPL                                                                      |                                  | Site & Phase                       |                      | May Flower Platinum                |                   |                       |                           |                 |           |      |
| Req. no.                                                |                                  | 178397                                                                    |                                  | Req. Date                          |                      | 2022-02-21                         |                   |                       |                           |                 |           |      |
| Material required before                                |                                  | 2022-02-27                                                                |                                  | ID no.                             |                      | 740 SD                             |                   |                       |                           |                 |           |      |
| Prepared by:                                            |                                  | K.Narender Reddy                                                          |                                  | Approved by (sign):                |                      |                                    |                   |                       |                           |                 |           |      |
| Flat / Block no:                                        |                                  | B-103,B-303,B-603,B-704, C-506,C-803,C-806,C-102- mc del flat use purpose |                                  |                                    |                      |                                    |                   |                       |                           |                 |           |      |
| Supplier :                                              |                                  |                                                                           |                                  |                                    |                      |                                    |                   |                       |                           |                 |           |      |
| Type I 1500 Sft 3BHK Order Value:                       |                                  | 1 Flats                                                                   |                                  |                                    |                      |                                    |                   |                       |                           |                 |           |      |
| Type II 1800 Sft 3BHK Order Value:                      |                                  | 6 Flats                                                                   |                                  |                                    |                      |                                    |                   |                       |                           |                 |           |      |
| Type II 1500 Sft 3BHK Order Value:                      |                                  | 1 Flats                                                                   |                                  |                                    |                      |                                    |                   |                       |                           |                 |           |      |
| S No.                                                   | Item Description                 | Units                                                                     | Type I 1500 Sft 3BHK Order Value | Type II 1500 Sft 3 BHK Order Value | Sft 3BHK Order Value | Type III 1800 Sft 3BHK requirement | Quantity required | Qty Available at site | Balance Qty to be ordered | Quantity in sft | Inward No | Date |
| 1                                                       | Sliding Window 6'x4'-2.5 track   | nos                                                                       | -                                | -                                  | -                    | 1                                  | 6                 | -                     | 6                         | 144.0           | 3+3       |      |
| 2                                                       | Sliding Window 5'x4'- 2.5 track  | nos                                                                       | -                                | 4                                  | 4                    | 4                                  | 32                | -                     | 32                        | 640.0           | 16+16     |      |
| 4                                                       | Sliding Window 4'x3'-2.5 track   | nos                                                                       | -                                | 2                                  | 1                    | 2                                  | 15                | -                     | 15                        | 180.0           | 8+8       |      |
| 5                                                       | Sliding Window 5'x3'-2.5 track   | nos                                                                       | -                                | -                                  | -                    | -                                  | -                 | -                     | -                         | -               |           |      |
| 6                                                       | Sliding Window 3'x4'-2.5 track   | nos                                                                       | -                                | -                                  | -                    | 2                                  | 12                | -                     | 12                        | 144.0           | 6+6       |      |
| 7                                                       | Openable Window 2' x 4'          | nos                                                                       | -                                | -                                  | 2                    | -                                  | 2                 | -                     | 2                         | 16.0            | 1+1       |      |
| 8                                                       | Top Hung Window 2' x 2'          | nos                                                                       | -                                | -                                  | 1                    | -                                  | 1                 | -                     | 1                         | 4.0             | 1         |      |
| 9                                                       | Top Hung Window 3' x 2'          | nos                                                                       | -                                | 2                                  | 2                    | 3                                  | 22                | -                     | 22                        | 132.0           | 11+11     |      |
| 10                                                      | French Window 8' x 7' -2.5 track | nos                                                                       | -                                | -                                  | -                    | 1                                  | 6                 | -                     | 6                         | 336.0           | 3+3       |      |
| 11                                                      | French Window 6' x 7' -2.5 track | nos                                                                       | -                                | 1                                  | 1                    | -                                  | 2                 | -                     | 2                         | 84.0            | 1+1       |      |
| Total                                                   |                                  |                                                                           | -                                | 9                                  | 11                   | 13                                 | 98                | -                     | 98                        | 1,680.0         |           |      |

FOR LDR APPROVAL

- ☐ High Value/quantity beyond limits.
- ☐ Po/Req. processed post approval.
- ☐ Approval for technical details/clarification
- ☐ Purchasing SLLP stock

APPROVED BY  
16 MAR 2022  
S. K. M. MODI  
MANAGING DIRECTOR

# M. SUDARSHAN

Fabrication of Aluminium Partitions, Door's, Windows & Glazing Work's  
H.No. 1348, Poiner Bazar, Bolarum, Sec-bad. Cell:9849102251

GST No: 36BBIPM8347N1ZW

DELIVERY CHALLAN

CUSTOMER NAME AND ADDRESS

D-C No. 1

5-4-2022

Modi Properties PVT-Ltd

DATE

Sy-187/344 II Floor M-to Road Sec-bad

CUSTOMER D-C No

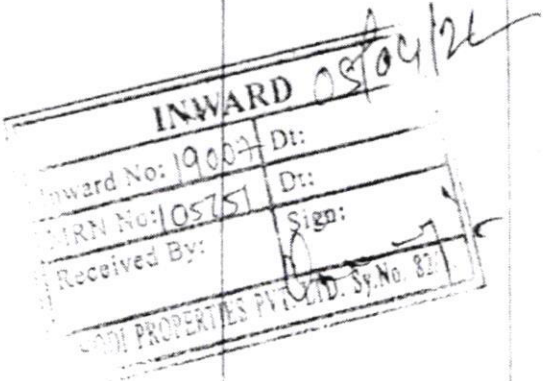
& DATE

GSTNO 36AA BCM4761E12M

CUSTOMER Ord-Ref

62424

86424

| Sl. No | DESCRIPTION OF THE ITEMS                                                             | QUANTITY | Approx. Value Rs. |
|--------|--------------------------------------------------------------------------------------|----------|-------------------|
| 1      | UPVC Windows                                                                         |          |                   |
|        | 5'-0" x 4'-0"                                                                        | 3 nos    |                   |
|        | 4'-0" x 3'-0"                                                                        | 2 nos    |                   |
|        | 3'-0" x 2'-0"                                                                        | 2 nos    |                   |
|        | 8'-0" x 7'-0"                                                                        | 1 no     |                   |
|        | C, 803                                                                               |          |                   |
|        |   |          |                   |
|        |  |          |                   |

RECEIVED THE GOODS IN GOOD CONDITION

M. SUDARSHAN

Sudharany