

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 26/4/22		Prepared by: [Signature]		Serial no. 3516	
Supplier name: Liberty 21 Ventures Pvt. Ltd.		Project: MPL		HO inward no.	
Firm/Company: MPL		PO/WO date: 17/3/22		HO received date	
PO/WO No. 86414		Scan ID.			

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	G3	7/4/22	3,35,705.28	☒ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A Bills total (Excluding Transport & Hamali Charges):		3,35,705.28
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☒ Installation report		
MRN nos.:		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:		3,35,705.28
Amount E - PO / WO value:		4,08,720.48
Amount F - Difference (A - E):		68,012.00
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		3/5/22
Remarks: Part Delivery		

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		[Signature]			
Sign:		[Signature]			
Date					
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 weightment 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

Liberty21 Ventures Private Limited
 1st Floor Plot No.19, Above Heritage Fresh
 Sanjeeva Co-Op Housing Society Ltd
 Akbar Road, Diamond Point, Sikh Village
 Secunderabad
 Telangana - 500009
 GSTIN/UIN: 36AADCG8462G1ZG
 State Name : Telangana, Code : 36
 CIN: U36912TG2010PTC067050
 E-Mail : sales@liberty21.in
 Consignee (Ship to)

Modi Properties Pvt. Ltd.,
 Delivery at Site Location
 May Flower Platinum
 Sy 82/1, Mallapur,
 Nacharam
 HYDERABAD
 GSTIN/UIN : 36AABCM4761E1ZM
 State Name : Telangana, Code : 36

Buyer (Bill to)
Modi Properties Pvt. Ltd.,
 Ramgopal Pet,
 Ranigunj,
 SECUNDERABAD
 GSTIN/UIN : 36AABCM4761E1ZM
 State Name : Telangana, Code : 36

Invoice No. G3	Dated 7-Apr-22
Delivery Note	Mode/Terms of Payment Immediate Payment
Reference No. & Date. 86414 dt. 17-Mar-22	Other References
Buyer's Order No. 86414	Dated 17-Mar-22
Dispatch Doc No.	Delivery Note Date
Dispatched through Our Own Vehicle	Destination Mallapur
Bill of Lading/LR-RR No.	Motor Vehicle No. TS10UB3687

Terms of Delivery
Flat Nos. B-103,303,603,704

ORIGINAL COPY

SI No.	Description of Goods	HSN/SAC	Quantity	Rate	per	Amount
1	Green Windor Sliding Window with Mesh 6 Feet x 4 Feet	39252000	4.000 Nos.	8,040.00	Nos.	32,160.00
2	Green Windor Sliding Window with Mesh 5 Feet x 4 Feet	39252000	16.000 Nos.	7,280.00	Nos.	1,16,480.00
3	Green Windor Sliding Window with Mesh 4 Feet x 3 Feet	39252000	7.000 Nos.	5,424.00	Nos.	37,968.00
4	Green Windor Single Openable Window 2 Feet x 4 Feet	39252000	2.000 Nos.	4,232.00	Nos.	8,464.00
5	Green Windor Top Hung 3 Feet x 2 Feet	39252000	12.000 Nos.	4,740.00	Nos.	56,880.00
6	Green Windor Sliding Window with Mesh 3 Feet x 4 Feet	39252000	6.000 Nos.	5,424.00	Nos.	32,544.00

continued ...



This is a Computer Generated Invoice

Tax Invoice(Page 2)

Liberty21 Ventures Private Limited
 1st Floor Plot No.19, Above Heritage Fresh
 Sanjeeva Co-Op Housing Society Ltd
 Akbar Road, Diamond Point, Sikh Village
 Secunderabad
 Telangana - 500009
 GSTIN/UIN: 36AADCG8462G1ZG
 State Name : Telangana, Code : 36
 CIN: U36912TG2010PTC067050
 E-Mail : sales@liberty21.in

Consignee (Ship to)

Modi Properties Pvt. Ltd.,

Delivery at Site Location

May Flower Platinum

Sy 82/1, Mallapur,

Nacharam

HYDERABAD

GSTIN/UIN : 36AABCM4761E1ZM

State Name : Telangana, Code : 36

Buyer (Bill to)

Modi Properties Pvt. Ltd.,

Ramgopal Pet,

Ranigunj,

SECUNDERABAD

GSTIN/UIN : 36AABCM4761E1ZM

State Name : Telangana, Code : 36

Invoice No.

G3

Delivery Note

Reference No. & Date.

86414 dt. 17-Mar-22

Buyer's Order No.

86414

Dispatch Doc No.

Dispatched through

Our Own Vehicle

Bill of Lading/LR-RR No.

Terms of Delivery

Flat Nos. B-103,303,603,704

Dated

7-Apr-22

Mode/Terms of Payment

Immediate Payment

Other References

Dated

17-Mar-22

Delivery Note Date

Destination

Mallapur

Motor Vehicle No.

TS10UB3687

ORIGINAL COPY

SI No.	Description of Goods	HSN/SAC	Quantity	Rate	per	Amount
						2,84,496.00
						25,604.64
						25,604.64
	OUT PUT CGST					
	OUT PUT SGST					
	Bill Details:					
	Agst Ref 813					
	40,372.00 Dr					

continued ...



This is a Computer Generated Invoice

Tax Invoice(Page 3)

Liberty21 Ventures Private Limited 1st Floor Plot No.19, Above Heritage Fresh Sanjeeva Co-Op Housing Society Ltd Akbar Road, Diamond Point, Sikh Village Secunderabad Telangana - 500009 GSTIN/UIN: 36AADCG8462G1ZG State Name : Telangana, Code : 36 CIN: U36912TG2010PTC067050 E-Mail : sales@liberty21.in		Invoice No. G3	Dated 7-Apr-22
Consignee (Ship to) Modi Properties Pvt. Ltd., Delivery at Site Location May Flower Platinum Sy 82/1, Mallapur, Nacharam HYDERABAD GSTIN/UIN : 36AABCM4761E1ZM State Name : Telangana, Code : 36		Delivery Note	Mode/Terms of Payment Immediate Payment
Buyer (Bill to) Modi Properties Pvt. Ltd., Ramgopal Pet, Ranigunj, SECUNDERABAD GSTIN/UIN : 36AABCM4761E1ZM State Name : Telangana, Code : 36		Reference No. & Date. 86414 dt. 17-Mar-22	Other References
		Buyer's Order No. 86414	Dated 17-Mar-22
		Dispatch Doc No.	Delivery Note Date
		Dispatched through Our Own Vehicle	Destination Mallapur
		Bill of Lading/LR-RR No.	Motor Vehicle No. TS10UB3687
		Terms of Delivery Flat Nos. B-103,303,603,704	
ORIGINAL COPY			

SI No.	Description of Goods	HSN/SAC	Quantity	Rate	per	Amount
	New Ref G3 7-Apr-22 2,95,333.28 Dr					
Total			47.000 Nos.			3,35,705.28 In ₹

Amount Chargeable (in words) E. & O.E
Three Lakh Thirty Five Thousand Seven Hundred Five Indian Rupees and Twenty Eight Only

HSN/SAC	Taxable Value	Central Tax		State Tax		Total Tax Amount
		Rate	Amount	Rate	Amount	
39252000	2,84,496.00	9%	25,604.64	9%	25,604.64	51,209.28
Total	2,84,496.00		25,604.64		25,604.64	51,209.28

Tax Amount (in words) : **Fifty One Thousand Two Hundred Nine Indian Rupees and Twenty Eight Only**

Company's VAT TIN : 36278347563 Company's PAN : AADCG8462G Declaration We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.	Company's Bank Details A/c Holder's Name : Liberty21 Ventures Private Limited Bank Name : Union Bank of India A/c No. : 560101000015828 Branch & IFS Code : M G Road Secunderabad & UBIN0900443 for Liberty21 Ventures Private Limited
Customer's Seal and Signature	Prepared by _____ Verified by _____  Authorised Signatory

This is a Computer Generated Invoice



Purchase Order

Page(s) 1 Of 2

17-03-2022 15:57:12

From Company : **Modi Properties Pvt.Ltd.**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AABCM4761E1ZM



86414

28.02.22 2:52:30

Supplier Details		Doc No	86414	178397
Liberty21 Ventures Private Limited		Doc Date	17-03-2022	
1st floor, Plot no. 19, Above Heritage Fresh, Sanjeeva Co - Op. Housing Society Village, Secunderabad - 500009		Quote No	Nil	
GSTIN 36AADCG8462G1ZG		Quote Date	09-03-2022	
9849020601		SupplyType	Supply And Installation	

Kind Attn : Mr. Sandeep Jain

Purchase Order 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" - 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 59.50" x 47.50" - 16 nos	320.00	364.00	0.00	18.00	137,446.40
3 2437 - Carpentry - windows - UPVC Sliding windows-2.5 track-with mesh - 4ft X 3ft - Sft 47.50" x 35.50" - 08 no	96.00	452.00	0.00	18.00	51,202.56
4 2443 - Carpentry - windows - UPVC Openable window - 2ft X 4ft - Sft 23.50" x 47.50" - 01 nos	8.00	529.00	0.00	18.00	4,993.76
5 2449 - Carpentry - windows - UPVC Openable window - 3ft X 2ft - Sft Top Hung - 35.50" x 23.50" - 11 nos	66.00	790.00	0.00	18.00	61,525.20
6 2439 - Carpentry - windows - UPVC Sliding windows-2.5 track-with mesh - 3ft X 4ft - Sft 35.50" x 47.50" - 06 nos	72.00	452.00	0.00	18.00	38,401.92
7 2450 - Carpentry - windows - UPVC Ventilator - 2ft x 2ft - Sft Top Hung - 23.50" x 23.50" - 01 nos	4.00	612.00	0.00	18.00	2,888.64
8 2428 - Carpentry - windows - UPVC window - NA - Sft French Door - 8'0 x 7'0 - 03 nos	168.00	309.00	0.00	18.00	61,256.16
9 2428 - Carpentry - windows - UPVC window - NA - Sft French Door - 6'0 x 7'0 - 01 nos	42.00	354.00	0.00	18.00	17,544.24
Total Order Value . . .					403,720.48

Rupees : Four Lakh(s) Three Thousand Seven Hundred Twenty and Paise Fourty Eight Only.

Terms and Conditions :-**Specification / Brand** As per details given in the quotation dt. 09/03/2022.**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 15 days.**Delivery Location** May Flower Platinum
Sy 82/1, Mallapur, Nacharam.
Phone. 7680971999**Penalty For Delay** Bills must be submitted to H.O. within 30days of completion of work. 10% pty 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.For **Modi Properties Pvt.Ltd.**

Authorised Signatory

Name : _____

Name : _____

Date : __/__/__

PART DELIVERY DETAILS

no.	Bill no.	Bill Dt.	Amount
1.	63	7/4/22	835705
2.			
3.			
4.			

Accepted the above Terms And Conditions

For **Liberty21 Ventures Private Limited**

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	26/4/22	Prepared by	[Signature]	Serial no.	3516
Supplier name	Liberia Ventures Ltd.			HO inward no.	
Firm/Company	MPL	Project	MPL	HO received date	
PO/WO date	17/3/22	PO/WO No.	86414	Scan ID.	
Sl no.	Bill no.	Bill date	Bill amount	Original attached	
1.	G3	7/4/22	3,35,705.28	☒ Yes ☐ No	
2.				☐ Yes ☐ No	
3.				☐ Yes ☐ No	
4.				☐ Yes ☐ No	
Amount A Bills total (Excluding Transport & Hamali Charges):				3,35,705.28	
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☒ Solid block report ☐ Installation report					
MRN nos.:				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:				3,35,705.28	
Amount E - PO / WO value:				4,02,720.48	
Amount F - Difference (A - E):				68,012.00	
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		3/5/22			
Remarks: Part Delivery					
Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		[Signature]			
Sign:		[Signature]			
Date					
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

Liberty21 Ventures Private Limited
1st Floor Plot No.19, Above Heritage Fresh
Sanjeeva Co-Op Housing Society Ltd
Akbar Road, Diamond Point, Sikh Village
Secunderabad
Telangana - 500009
GSTIN/UTIN: 36AADC8462G1ZG
State Name : Telangana, Code : 36
CIN: U36912TG2010PTC067050
E-Mail : sales@liberty21.in
Consignee (Ship to)

Modi Properties Pvt. Ltd.,

Delivery at Site Location

May Flower Platinum

Sy 82/1, Mallapur,

Nacharam

HYDERABAD

GSTIN/UTIN : 36AABCM4761E1ZM

State Name : Telangana, Code : 36

Buyer (Bill to)

Modi Properties Pvt. Ltd.,

Ramgopal Pet,

Ranigunj,

SECUNDERABAD

GSTIN/UTIN : 36AABCM4761E1ZM

State Name : Telangana, Code : 36

Invoice No.

G3

Delivery Note

Dated

7-Apr-22

Mode/Terms of Payment

Immediate Payment

Other References

Reference No. & Date.

86414 dt. 17-Mar-22

Buyer's Order No.

86414

Dated

17-Mar-22

Dispatch Doc No.

Delivery Note Date

Dispatched through

Our Own Vehicle

Destination

Mallapur

Bill of Lading/LR-RR No.

Motor Vehicle No.

TS10UB3687

Terms of Delivery

Flat Nos. B-103,303,603,704

ORIGINAL COPY

SI No.	Description of Goods	HSN/SAC	Quantity	Rate	per	Amount
1	Green Windor Sliding Window with Mesh 6 Feet x 4 Feet	39252000	4.000 Nos.	8,040.00	Nos.	32,160.00
2	Green Windor Sliding Window with Mesh 5 Feet x 4 Feet	39252000	16.000 Nos.	7,280.00	Nos.	1,16,480.00
3	Green Windor Sliding Window with Mesh 4 Feet x 3 Feet	39252000	7.000 Nos.	5,424.00	Nos.	37,968.00
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5	Green Windor Top Hung 3 Feet x 2 Feet	39252000	12.000 Nos.	4,740.00	Nos.	56,880.00
6	Green Windor Sliding Window with Mesh 3 Feet x 4 Feet	39252000	6.000 Nos.	5,424.00	Nos.	32,544.00

continued ...



This is a Computer Generated Invoice

Purchase Order

Page(s) 2 Of 2

17-03-2022 15:57:12

Original / Office Copy / Purchase Div.Copy

Advance Paid

Rs. 40,372/- 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 B- 103,303,603,704 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 **Liberty21 Ventures Private Limited**

Name : _____

Date : __/__/____

Estimate/Draft PO

Page(s) 1 Of 2

15-03-2022 12:36:35

Original / Office

From Company : **Modi Properties Pvt.Ltd.**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AABCM4761E1ZM

Supplier Details			
Liberty21 Ventures Private Limited 1st floor, Plot no. 19, Above Heritage Fresh, Sanjeeva Co - Op. Housing Society Village, Secunderabad - 500009 GSTIN 36AADCG8462G1ZG 9849020601	Doc No	86414	178397
	Doc Date	15-03-2022	
	Quote No	Nil	
	Quote Date	09-03-2022	
	SupplyType	Supply And Installation	

Kind Attn : Mr. Sandeep Jain

Estimate/Draft PO for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
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9 2428 - Carpentry - windows - UPVC window - NA - Sft French Door - 6'0 x 7'0 - 01 nos	42.00	354.00	0.00	18.00	17,544.24
Total Order Value . . .					403,720.48
Rupees : Four Lakh(s) Three Thousand Seven Hundred Twenty and Paise Fourty Eight Only.					

Terms and Conditions :-

Specification / Brand As per details given in the quotation dt. 09/03/2022.

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 15 days.

Delivery Location May Flower Platinum
Sy 82/1, Mallapur, Nacharam.
Phone. 7680971999

Penalty For Delay Bills must be submitted to H.O. within 30days of completion of work. 10% pty 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.

For **Modi Properties Pvt.Ltd.**

Authorised Signatory

Name : _____

Name : _____

Date : __/__/__



Accepted the above Terms And Conditions

For **Liberty21 Ventures Private Limited**

Estimate/Draft PO

Page(s) 2 Of 2

15-03-2022 12:36:35

Original / Office Copy / Purchase Div.Copy

Advance Paid

Rs. 40,372/- 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 B- 103,303,603,704 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 :


15/03/2022

Accepted the above Terms And Conditions

For **Liberty21 Ventures Private Limited**

Name :

Date : __/__/__

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.		74050						
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- model 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 flat	Type II 1500 Sft 3 BHK Order Value:	Type III 1800 Sft 3BHK Orde flatrequiremen	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+7	
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 MDs APPROVAL

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



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

Company/ firm:	Modi Properties Pvt Ltd	Requisition nos.:	178397
Project:	Mayflower Platinum	PO no.:	86414
Supplier:	Liberty 21 Ventures Pvt Ltd	Material type:	UPVC Sliding Windows

Details of installation:

Sl. No.	Date of installation	Unit no.	Material details	Size	Qty
1.	25/04/22	B-103	UPVC sliding window	6'x4'	03 No's
2.		B-303	UPVC Sliding window	5'x4'	16 No's.
3.		B-603	UPVC sliding window	4'x3'	08 No's.
4.		B-704	UPVC Openable window	2'x4'	01 No's
5.			UPVC Openable window	3'x2'	11 No's.
6.			UPVC Sliding window	3'x4'	06 No's
7.			UPVC Ventilator	2'x2'	04 No's.
8.			UPVC window	8'x7'	03 No's.
9.			UPVC window	6'x7'	01 No's.
10.					
11.					
12.					
13.					
14.					
15.					
Total:					53 No's.
Remarks: All works Completed.					

Approved by	Project manager	Security	Admin (Audit)
	<i>[Signature]</i>	<i>[Signature]</i>	

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, trench 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.

