

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: <u>22/04/22</u>		Prepared by: <u>psbhpkar</u>		Serial no. 3318	
Supplier name: <u>Anand water proofing works</u>		HO inward no.			
Firm/Company: <u>MPL</u>		Project: <u>MPL</u>		HO received date	
PO/WO date		PO/WO No.		Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	<u>141</u>	<u>22/4/22</u>	<u>46,040-00</u>	☐ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges): 46,040-00

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
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Amount B – Other Credits : Transportation charges

Amount C – Other Debits :

Amount D (D=A+B-C) – Amount to be credited to the supplier: 46,040-00

Amount E – PO / WO value:

Amount F – Difference (A – D):

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 28/5/22

Remarks: Estimate & Memo sheet enclosed, NO PO.

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:					
Sign:	<u>psbhpkar</u>				
Date	<u>28 APR 2022</u>				
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.

141

: 9885055344

☎ : 9246808454

: 040-65263092

HPZ

Spl. In : Low Cost Constructions & All Water Proofing Systems

'36 A A B C N 761 E J Z M

D.No. 38-15, # 68, Plot No. 87, Vinobha Nagar, Secunderabad - 94

Date 23/04/2022

Your work Order No. _____ Date _____ Our D.C. No. _____ Date _____

Documents sent through HPL, ID: 68727

[illegible]

Rupees: Forty Six thousand, Forty Rupees only _____

For **Anand Water Proofing Works**

RAT Babu

Construction division.
Advice for giving credit to contractors/suppliers.

Sl. No. - site bills register		1155		Date - site bills Register		14/04/2022	
Company Name:		MPL		Site:		MFP	
Name of Contractor		Arvind Water proofing					
Nature of work		Water proofing work					
Work done		From Date		10/03/2022		To Date 12/04/2022	
Sl. No.	Villa/Flat/block no.	Qty.	Rate	Units	Amount	Contractors bill no	
①	Grounding in Rain						
2.	water Temp walls.						
3.	Lower Basement	121.00	100.00	Nos	12,100.00		
4.	Upper Basement-	83.00	100.00	Nos	8,300.00		
⑤	plastering work	1,480.00	16.00	Sft	23,680.00		
⑥	Gulltha	196	10.00	Rft	1,960.00		
7.							
8.							
9.							
10.							
11.	Total:				46,040.00/-		
Bill required		☒ YES ☐ NO.		GST bill required		☐ YES ☒ NO.	
Measurement & estimate sheet:		☒ Required ☐ Not required		Measurement & estimate sheet:		☒ Enclosed ☐ Not enclosed	
PO/WO no.				PO/WO date:			
Remarks :							
Approved by Project Manager		Approved by Design Team		Approved by M.D.			
Date: 14/4/2022		Date: 16/04/22		Date: 16 APR 2022			
Sign: [Signature]		Sign: Nagalakshmi		Sign: SOHAM MODI MANAGING DIRECTOR			

Notes: 1. This advice must be sent within 7 days of completing work. 2. This form can be used for certifying labour bills, bills for hire charges, earth work, turnkey civil contractors. 3. Wherever not applicable – fill NA. 4. Estimate and measurement sheets are not required for turnkey jobs where guideline rates are clearly given.

MEASUREMENT SHEET										
Company Name:		MPL		Prepared by:		R. Ashok				
Project:		May Flower Platinum								
Work Description:		Grouting in Rainwater Sump Walls								
Contractor Name:		Anand Waterproofing								
Date:		13.04.2022								
				A	B	C				
S.No	Item Head	Item Description	Length	Width	Height	No's	Quantity	Units	Total Head	
1	Grouting in Rainwater Sump Walls									
		Lower Basement	1.00	1.00	1.00	121.00	121.00	No's	121.00	
		Upper Basement	1.00	1.00	1.00	83.00	83.00	No's	83.00	
2	Plastering Work									
		Upper Basement	30.00	1.00	10.00	1.00	300.00	Sft		
			32.00	1.00	10.00	2.00	640.00	Sft		
			27.00	1.00	10.00	2.00	540.00	Sft	1,480.00	
3	Gultha									
		Upper Basement	166.00	1.00	1.00	1.00	166.00	Rft		
		TOT LOT Area	30.00	1.00	1.00	1.00	30.00	Rft	196.00	

ESTIMATE SHEET							
Company Name:		MPL	Prepared by:		R. Ashok		
Project:		May Flower Platinum					
Work Description:		Grouting in Rainwater Sump Walls					
Contractor Name:		Anand Waterproofing					
Date:		13.04.2022					
S.No.	Item Head	Item Description	Quantity	Units	Rate	Amount	Grand Total
1	Grouting in Rainwater Sump Walls						
		Lower Basement	121.00	No's	100.00	12,100.00	
		Upper Basement	83.00	No's	100.00	8,300.00	
2	Plastering Work	Upper Basement	1,480.00	Sft	16.00	23,680.00	
3	Gultha		196.00	Rft	10.00	1,960.00	
			Total Amount				46,040.00
	Amount in words :- Foirty Six Thousand and Foirty Rupees Only						