PURCHASE DIVISION
Advice for approval for credit to supplier

(C)

| | | | | | |
|---|---|---|---|---|---|
| Date: | 18/5/22 | Prepared by | Monisha | Serial no. | - 4251 |
| Supplier name | Veldi Karunakar Reddy | | | HO inward no. | |
| Firm/Company | MMRKLLP | Project | GHT | HO received date | |
| PO/WO date | 27/4/22 | PO/WO No. | 87764 | Scan ID. | |

| Sl no. | Bill no. | Bill date | Bill amount | Original attached |
|---|---|---|---|---|
| 1. | 161 | 9/5/22 | 139,387.50/- | □ Yes □ No |
| 2. | | | | □ Yes □ No |
| 3. | | | | □ Yes □ No |
| 4. | | | | □ Yes □ No |

| | |
|---|---|
| Amount A – Bills total (Excluding Transport & Hamali Charges): | 139,387.50/- |
| 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: | 139,387.50/- |
| Amount E – PO / WO value: | 139,387.50/- |
| 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 | 23/5/22 |
| Remarks: Advance paid chq Rs. 69,693/- | |

| Approved by | Purchase Officer | Purchase Manager | M D | Accountant | Accounts Manager |
|---|---|---|---|---|---|
| Name: | Monisha | APPROVED | | | |
| Sign: | Monisha | 21 MAY 2022 | | | |
| Date | 18/5/22 | MANISH PARIKH MANAGER PURCHASE | | | |
| 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.

Ph : 9440407992

# VELDI KARUNAKAR REDDY

**Flooring & Decorative Tiles**

8-2-120/120/1/3/A, Road No.10, Banjara Hills, Hyderabad - 500034.

Seller GST No. **36AKGPR0150G1ZD**
State: Telangana State Code : 36.

Invoice No. 161
Invoice Date : 09/05/2022

Details of Receiver / Billed to. Mehta Modi Realty Kowkur LLP

Address:

Buyer GST No.: 36 KCAPR0150G1ZD State.......... Code..........

| S.No. | Particulars | HSN Code | Qty | Rate | Amount Rs. Ps. |
|---|---|---|---|---|---|
| | | | | | |
| | 6"x10" Cement fiber board | | 112.5 | 105 | 118125 |

SUMMIT SALES LLP R.R. DIST. IN WARD No: 94448 Date: 16/5 Sign: L

| | |
|---|---|
| Total Amount | 118125 |
| Add CGST @ 9 % | 10631.25 |
| Add SGST @ 9 % | 10631.25 |
| Grand Total | 139387.5 |

Rupees in words : one lakh thirty nine thousand three hundred eighty seven only

**Terms & Conditions:**

Goods once sold cannot be taken back or exchanged

Subject to Hyderabad Jurisdiction.

All the overdue bill charged @ 24% per annum

For **VELDI KARUNAKAR REDDY**

V. Karunakar Reddy

Signature

PH: 94 40407982

# VELDI KARUNAKAR REDDY

## Flooring & Decorative Tiles

8-2-120/120/3/A, Road No.10, Banjara Hills, Hyderabad - 500034

Seller GST No.: 36AKGPR......

State: Telangana State Code: 36

Invoice No.: 101

Invoice Date: 29/12/2022

Details of Receiver / Billed to: M/s. ......

Address: ......

Buyer GST No.: 36......  State: ......  Code: ......

| S.No. | Particulars | HSN Code | Qty | Rate | Amount Rs | Ps |
|---|---|---|---|---|---|---|
| | 6"x10" Cement Hard card | | 1125 | 105 | 118125 | |

| | |
|---|---|
| Total Amount | 118125 |
| Add CGST @ 9% | 10631.25 |
| Add SGST @ 9% | 10631.25 |
| Grand Total | 139387.5 |

Rupees in words: One lakh thirty nine thousand three hundred eighty seven and fifty paise only

Terms & Conditions:

Goods once sold cannot be taken back or exchanged.

Subject to Hyderabad Jurisdiction.

All the overdue bill charged @ 24% per annum.

For VELDI KARUNAKAR REDDY

Signature

# Purchase Order

Page(s) 1 Of 1 30-04-2022 1:10:52 PM Orig

87764
20.04.22 3:07:38

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** | | | |
|---|---|---|---|
| Karunakar Reddy<br>8-2-125/120/3A/45, Banjara Hills, Noor Nagar, Road No.10, Hyderabad. | **Doc No** | 87764 | 141416 |
| | **Doc Date** | 27-04-2022 | |
| | **Quote No** | Nil | |
| **GSTIN** 36AKGPR0150G1ZD NA | **Quote Date** | 25-04-2022 | |
| NA 9440407992 | **SupplyType** | Supply | |

**Kind Attn : Mr. Karunakar Reddy**

Purchase Order for the Supply of following Items.

| | Item Name | Qty | Rate | Dis% | GST | Amount |
|---|---|---|---|---|---|---|
| 1 | 6163 - Miscellaneous - Cement Fiber board - NA - sft<br>*6" wide x 10' length* | 1,125.00 | 105.00 | 0.00 | 18.00 | 139,387.50 |
| | | | | | **Total Order Value . . .** | **139,387.50** |

Rupees : One Lakh(s) Thirty Nine Thousand Three Hundred Eighty Seven and Paise Fifty Only.

Terms and Conditions :-

| | |
|---|---|
| **Specification /** | Items shall be of V-Plank brand cement fiber board. 8mm thick. |
| **Payment Terms** | 50% as advance & balance 50% on completion of work. |
| **Tax** | All taxes included in above price. |
| **Delivery Date** | Within 6days. |
| **Delivery Location** | Greenwood Heights<br>Sy no: 196, Kowkur.<br>Phone. 040-66335551 |
| **Penality For Delay** | Nil |
| **Transportation** | Included in the above price. |
| **Warranty** | Nil |
| **Advance Paid** | Rs.69,693/- advance 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 Towards 2727 block west elevation purpose. |
| **Completion Date** | Work shall be completed within 7 working days from the date of the work order. |
| **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 delivery/DC can be sent by email.' |

For *Mehta & Modi Realty Kowkur LLP*

Authorised Signatory

30/04/2022

Name : ____________________

Contact - -

Accepted the above Terms And Conditions

For *Karunakar Reddy*

Name : ____________________

Date : __/__/____

| | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| Requisition Form -SERA BOARD | | | | | | | | | |
| Company | | MMR KOWKUR LLP | | Site & Phase | GHT | | | | |
| Req. no. | | 141416 | | Req. Date | 25 April 2022 | | | | |
| Material required before | | 26 April 2022 | | ID no. | 75912 | | | | |
| Prepared by: | | A Suresh | | Approved by (sign): | | | | | |
| Flat / Block no: | | A-117 | | | | | | | |
| Name of the supplier | | KARUNAKER REDDY | | | | | | | |
| Required for | | 1 | Clubhouse | | | | | | |
| S No. | 87764 Item Description | Units | Qty required per villa | No of flats | Quantity required | Qty Available at site | Balance Qty to be ordered | Inward No | Date |
| 1 | Seraboard | Sft | 1,125.0 | 1 | 1,125.0 | - | 1,125.0 | | |
| | | | | | | | - | | |
| | Note : Club house southside duct & B Block Eaxpansion duct gap inside fixing done | | | | | | - | | |

APPROVED
27 APR 2022
PRASHANTH...R
Sr. MANAGER PURCHASE

APPROVED BY
29 APR 2022
SOHAM MODI
MANAGING DIRECTOR

# Estimate

 27-04-2022 4:40:22 PM Original / O...

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** | | | |
|---|---|---|---|
| Karunakar Reddy<br>8-2-125/120/3A/45, Banjara Hills, Noor Nagar, Road No.10, Hyderabad. | **Doc No** | 87764 | 141416 |
| | **Doc Date** | 27-04-2022 | |
| | **Quote No** | Nil | |
| **GSTIN** 36AKGPR0150G1ZD NA | **Quote Date** | 25-04-2022 | |
| NA 9440407992 | **SupplyType** | Supply | |

**Kind Attn : Mr. Karunakar Reddy**

Estimate for the Supply of following Items.

| | Item Name | Qty | Rate | Dis% | GST | Amount |
|---|---|---|---|---|---|---|
| 1 | 6163 - Miscellaneous - Cement Fiber board - NA - sft<br>*6" wide x 10' length* | 1,125.00 | 105.00 | 0.00 | 18.00 | 139,387.50 |
| | | | | | **Total Order Value . . .** | **139,387.50** |

Rupees : One Lakh(s) Thirty Nine Thousand Three Hundred Eighty Seven and Paise Fifty Only.

Terms and Conditions :-

| | |
|---|---|
| **Specification /** | Items shall be of V-Plank brand cement fiber board. 8mm thick. |
| **Payment Terms** | 50% as advance & balance 50% on completion of work. |
| **Tax** | All taxes included in above price. |
| **Delivery Date** | Within 6days. |
| **Delivery Location** | Greenwood Heights<br>Sy no: 196, Kowkur.<br>Phone. 040-66335551 |
| **Penality For Delay** | Nil |
| **Transportation** | Included in the above price. |
| **Warranty** | Nil |
| **Advance Paid** | Rs.69,693/- advance 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 Towards 2727 block west elevation purpose. |
| **Completion Date** | Work shall be completed within 7 working days from the date of the work order. |
| **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 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 SSLLP stock
☐ Other

APPROVED BY
29 APR 2022
SOHAM MODI
MANAGING DIRECTOR

For *Mehta & Modi Realty Kowkur LLP*

Authorised Signatory

Name : ______

Contact - -

Accepted the above Terms And Conditions

For ***Karunakar Reddy***

Name : ______

Date : __/__/____

INSTALLATION REPORT

| | | | |
|---|---|---|---|
| Company/ firm: | MMARK. UP | Requisition nos.: | 141416 |
| Project: | GHT | PO no.: | 87764 |
| Supplier: | KARUNAKER REDDY | Material type: | SERA BOARD |

Details of installation:

| Sl. No. | Date of installation | Unit no. | Material details | Size | Qty |
|---|---|---|---|---|---|
| 1. | 26/4/2022 | 01 | Cement fiber Board | 6" x 1010 | 1125.0 Sft |
| 2. | | | SERA Board | | |
| 3 | | | | | |
| 4. | | | | | |
| 5. | | | | | |
| 6. | | | | | |
| 7. | | | | | |
| 8. | | | | | |
| 9. | | | | | |
| 10. | | | | | |
| 11. | | | | | |
| 12. | | | | | |
| 13. | | | | | |
| 14. | | | | | |
| 15. | | | | | |
| | | | | Total: | 1125.0 Sft |

Remarks: Work completed

| Approved by | Project manager | Security | Admin (Audit) |
|---|---|---|---|
| | [signature] | [signature] | [signature] |

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 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 provided regularly. However, must be provided within one working day of request from purchase.

MAY 2022
A. SURESH
PROJECT MANAGER