(3)

PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	26/5/22	Prepared by	Prabhakar	Serial no.	- 4417
Supplier name	Abdul Aziz			HO inward no.	
Firm/Company	MRGV	Project	MRGV	HO received date	
PO/WO date	82090	PO/WO No.	8/3/22	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	024	8/3/22	₹1,60,771.90	☐ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	1,60,771.90
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:	1,60,771.90
Amount E – PO / WO value:	1,36,247-00
Amount F – Difference (A – E):	24,524-00
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	31/5/22

Remarks: NOC taken, Estimate & Measured sheet is attached !

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		Approved			
Sign:					
Date		26 MAY 2022			
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

PRABHAKAR
SR. MANAGER PURCHASE

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.

ABDUL AZIZ

Estimate –

TAX INVOICE CASH / CREDIT

Cell : 9908194281
9182242690

ABDUL AZIZ

Supplier & Contractors

Spl. in : Plaster of Paris, False Ceiling, Gypsum Board, Partition Works, Thermacol Ceiling, Armstrong, Border, Flower & All Types of Ceiling Works.

14-1-96/3/B, Allapur, Borabanda, Hyderabad - 500 018. Email : rkdecorators@gmail.com

Seller GST No.: 36AYAPA9482A2ZQ
Pan No. AYAPA9482A
Mode of Transport :
Product Reference No.
State : Telangana, State Code : 36

Invoice No. : 024
Invoice Date :
Date of Supply : 08/03/2022
PO No. & Date : 82090

Details of Receiver / Billed to :
Name : Modi Realty Genome valley LLP
Address :
Buyer GSTIN 36ABFFM3063P1ZU
State Telangana Code 36

Details of Delivery Address :
Name :
Address :
Buyer GSTIN
State Code

S.No.	NAME OF THE PRODUCT	HSN Code	Qty.	Unit Price	Taxable Value
1	1st floor club house	998391	3291	41.40	1,36,247.4

ABDUL AZIZ Cell: 9908194281

SUMMIT SALES LLP R.R. DIST. IN WARD No: 94046 Date: 5/5/22 Sign:

Total Invoice Amount : (Inwords) One Lakh Sixty thousand Seven hundred Seventy One only

Total Amount Before Tax	1,36,247.4
Add CGST @ 9 %	12,262.2
Add SGST @ 9 %	12,262.2
Add IGST @ %	
Total Amount GST	24,524.5
Total Amount After Tax	1,60,771.9
GST Payable on Reverse Charge	

Goods once sold will not be taken back.
Our responsibility ceases once delivery made.

For ABDUL AZIZ

Sl. No. - site bills register	43	Date - site bills Register	19/2/22
Company Name:	MRGV	Site:	BRGV
Name of Contractor	Abdul Aziz Ansari		
Nature of work	- Labour Colony work.		
Work done	From Date 21/12/22	To Date	21/1/23

Sl. No.	Villa/Flat/block no.	Qty.	Rate	Units	Amount	Contractor's bill no
1.	3rd Floor Cell Work					
2.	Labour Colony work					
3.	Cleaning Room	1293	41.40	Sft	53530.20	
4.	Cupboard 1/111	660	41.40	Sft	27324.00	
5.	Verandah	1338	41.40	Sft	55393.20	
6.						
7.						
8.						
9.						
10.						
11.	Total:				1,36,247.40	

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:	

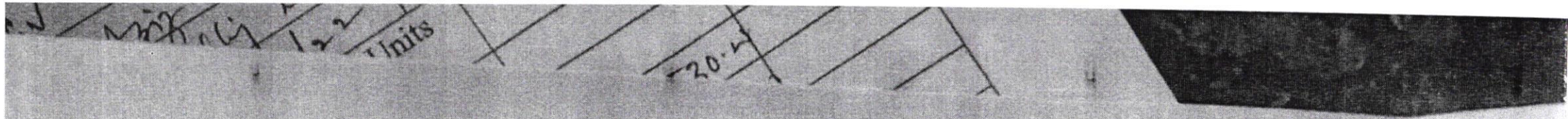
Remarks :

Approved by Project Manager	Approved by Design Team	Approved by M.D.
Date: 19/2 APPROVED BY	Date:	Date:
Sign: 3 FEB 2022	Sign:	Sign:

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

PROJECT MANAGER'S SIGN

MEASUREMENT SHEET								
Company Name:	MRGV							
Project :	BRGV						Approved by	
Work Description :	Club house false celing work						Sign	
Prepared By:	Sobhanbabu.							
Contractor Name:	Abdul Aziz Ansari.					Req no	84916.00	
Date:	17.02.2022					Po. No	82090.00	
S.No	Item Head	Item Description	A	B	C	D	E=AXBXCXD	F
			Length	Width	Height	Nos	Quantity	Units
1	Club house false celing work							
	1st floor club house	Creche play Area	30.00	21.00	1.00	1.00	630.00	Sft
		Vertical	39.00	2.00	1.00	1.00	78.00	Sft
		Round celing	39.00	5.00	1.00	1.00	195.00	Sft
			26.00	5.00	2.00	1.00	260.00	Sft
		Vertical	26.00	2.00	1.00	1.00	52.00	Sft
			39.00	2.00	1.00	1.00	78.00	Sft
2		GYM Area& Hall	30.00	22.00	1.00	1.00	660.00	Sft
3		Recreation	25.00	21.00	1.00	1.00	525.00	Sft
		Vertical	16.00	4.00	1.00	1.00	64.00	Sft
			51.00	9.00	1.00	1.00	459.00	Sft
			14.00	2.50	1.00	1.00	35.00	Sft
			22.00	10.00	1.00	1.00	220.00	Sft
			14.00	2.50	1.00	1.00	35.00	Sft
							Total	



E SHEET							
Name:	MRGV						
	BRGV					Approved by	
cription :	Club house false celing work					Sign:	
By:	Sobhanbabu.				Req no	94916.00	
r Name:	Abdul Aziz Ansari.				Po. No	82090.00	
	17.02.2022						
NO.	Item Head	Item Description	Quantity	Units	Rate	Amount	Grant
1	Club house false celing work						
	1st floor club house	Creche play Area	1293.00	Sft	41.40	53530.20	
		GYM Area& Hall	660.00	Sft	41.40	27324.00	
		Recreation	1338.00	Sft	41.40	55393.20	
							136
		Note:- 15% added on circular rate 852(D)					
					Grand Total		136
-	Amount in words :- One laksh thirty six Thousand two hundrad and fourty s						