

PURCHASE DIVISION

Advice for approval for credit to supplier

Date: 19/03/22		Prepared by: P. Prabhakar		Serial no. 2337	
Supplier name: ARN UPVC windows & doors		Project: MPL		HO inward no.	
Firm/Company: MPPL		PO/WO No. 84511		HO received date	
PO/WO date: 14/01/22				Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	023	15/03/22	56,640/-	☒ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A - Bills total (Excluding Transport & Hamali Charges):

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:

Amount E - PO / WO value:

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

Remarks:

28/03/22 31/8/22

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:					
Sign:					
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.

GST No. : 36BNJPC2335M1ZY

TAX INVOICEOriginal for Recipient
Duplicate for Supplier/Transporter
Triplicate for Supplier**ARN UPVC WINDOWS AND DOORS**

Plot No. 44, Surya Nagar, Beside Govt. Hospital, Mallapur, Hyderabad. Mob : 9700057664

INV. NO: **023**INVOICE DATE : **15-03-2022**

TRANSPORTATION NAME :

VEHICLE NO: L/R No:

DATE & TIME OF SUPPLY :

PLACE OF SUPPLY :

DETAILS OF RECEIVER (BILLED TO)M/s - Modi properties Pvt Ltd
5-4-187/354, II Floor, M.G Road
Sec-bad. 500003**DETAILS OF CONSIGNEE (SHIPPED TO)**

P.O NO: 84511

STATE CODE: GSTIN NO: **36AABCM4761E12M**

STATE CODE: GSTIN NO:

S. NO.	HSN CODE	DESCRIPTION	QUANTITY	RATE	AMOUNT Rs. Ps.
1)	39252000	UPVC fixed window	32 Sft	300/-	9,600/-
2)	39252000	UPVC sliding only provision	64 Sft	375/-	24,000/-
3)	39252000	UPVC sliding 2T window	48 Sft	300/-	14,400/-

BANK DETAILS : STATE BANK OF INDIA, MOULALI BRANCH
ARN UPVC WINDOWS AND DOORS
A/C. No. 39583763458 IFSC Code : SBIN0020096

TOTAL BEFORE TAX	48,000/-
ADD : CGST	9% 4,320/-
ADD : SGST	9% 4,320/-
ADD : IGST	
TAX AMOUNT GST	8,640/-
GRAND TOTAL	56,640/-

Rupees in Words.....

- Once goods sold will not be taken back
- Interest @24% p.a. will be charged if payment is not made within 15 days from the date of the Bill.
- Subject to Secunderabad Jurisdiction only.
- Our Responsibility Ceases sooner the goods leave our premises E.&O.E

For ARN UPVC WINDOWS AND DOORS

Receiver Stamp & Signature.....

Authorised Signature

General for Recipient
Invoice for Supplier/Transporter
Invoice for Supplier

TAX INVOICE

EST No : 36B1PC335M12Y

ARN UPVC WINDOWS AND DOORS

Plot No. 44, Surya Nagar, Beside Govt. Hospital, Malakpet, Hyderabad, M.C. : 500057664

INV. NO. **058**

INVOICE DATE : 12-03-2022

DETAILS OF RECEIVER (BILLED TO)

2nd - 2nd, 200003
2nd - 1st, 200003
2nd - 1st, 200003

DETAILS OF SHIPPER (SHIPPED TO)

P.O. NO. : 24211

STATE CODE : GSTIN NO. 36AABR11461E15M

S. NO.	HSN CODE	DESCRIPTION	QUANTITY	UNIT	AMOUNT
1	320500	UPVC window	3	sq ft	12000
2	320500	UPVC sliding door	1	sq ft	24000
3	320500	UPVC window	2	sq ft	12000



BANK DETAILS : STATE BANK OF INDIA, MALAKPET BRANCH
ARN UPVC WINDOWS AND DOORS
A/C. No. 36583783458 IFSC Code : SBIN0000000

Receiver's Stamp & Signature

- * Once goods sold will not be taken back
- * Interest @ 24% p.a. will be charged if payment is not made within 15 days from the date of the Bill
- * Subject to Secured Credit Limitation only
- * Our Responsibility Cessator covers the goods leave our premises

ARN UPVC WINDOWS AND DOORS

Signature

Purchase Order

Page(s) 1 Of 1

14-01-2022 11:35:41



84511

08.01.22 11:50:01

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

ARN UPVC Windows and Doors

Plot no. 44, Surya Nagar, Beside Govt. Hospital, Mallapur, Hyderabad - 500040

GSTIN 36BNJPC2335M1ZY

9700057664

Doc No	84511	178304
Doc Date	14-01-2022	
Quote No	Nil	
Quote Date	14-01-2022	
SupplyType	Supply And Installation	

Kind Attn : Mr. Rohith Kumar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 2428 - Carpentry - windows - UPVC window - NA - Sft Fixed window - 95.50" x 47.50" - 01 no	32.00	300.00	0.00	18.00	11,328.00
2 2428 - Carpentry - windows - UPVC window - NA - Sft Sliding window with partition and 4 shutters - only provision - 95.50" x 47.50" - 02 nos	64.00	375.00	0.00	18.00	28,320.00
3 2436 - Carpentry - windows - UPVC Sliding windows-2.5 track-without mesh - 4ft X 4ft - Sft only provision - 47.50" x 47.50" - 03 nos	48.00	350.00	0.00	18.00	19,824.00
Total Order Value . . .					59,472.00

Rupees : Fifty Nine Thousand Four Hundred Seventy Two Only.

Terms and Conditions :-

Specification / Brand	As per details given in the quotation.
Payment Terms	50% as advance and balance after delivery and completion of the work.
Tax	All taxes included in above price.
Delivery Date	Within 3days.
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.
Advance Paid	Rs. 29,736/- 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 Club House purpose.
Completion Date	Work to be completed within 2days.. 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 **ARN UPVC Windows and Doors**

Name : _____

Date : __/__/__

Requisition Form

Company Name:	Modi Properties Pvt Ltd	Date:	07-01-2022
Site & Phase :	May Flower Platinum	Time:	05.30
Supplier		Req.No.	178304
Material required before date:	10-01-2022	ID No.	72754

No	Description	Size	Quantity	Units	Inward No	Date
1	UPVC Frame Fixed Glass	8'0''x4'0''	1	nos	300	
2	UPVC Sliding window with partition and 4 shutters	8'0''x4'0''	2	nos	375	
3	UPVC Sliding window	4'0''x4'0''	3	nos	350	
4						
5						
6						
7						
8						
9						
10						

Remarks: Towards club house use purpose

Prepared By	K. Narender Reddy	Approved by	S.V.Subba Reddy
Sign.& Date	07-01-2022	Sign. & Date	

Note: On receipt of material at site write inward number and date in last 2 columns.

7/01/2022



Internal memo no. 903/35/A

Annexure -A

INSTALLATION REPORT

Company/ firm:	modi properties pvt ltd	Requisition nos.:	178304
Project:	may flower platinum	PO no.:	84511
Supplier:	ARN UPVC windows & doors	Material type:	UPVC windows.

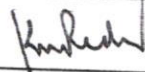
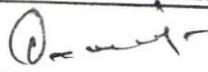
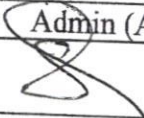
Details of installation:

doors

Sl. No.	Date of installation	Unit no.	Material details	Size	Qty
1.	5-04-22	club-	1) UPVC fixed window	95.5" x 47.5"	01 No's
2.		house	2) UPVC sliding window	95.5" x 47.5"	01 "
3.		UPVC	and 4 shutters		
4.		window	3) UPVC sliding window	47.5" x 47.5"	03 "
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					

Total: 05 No's

Remarks:

Approved by	Project manager	Security	Admin (Audit)
			

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 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.