PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	29/05/22	Prepared by	Prabhakar	Serial no.	4568
~~Supplier name~~	Abdul Aziz			~~HO inward no.~~	
Firm/Company	Aedio	Project	MGA	HO received date	
PO/WO date	85700	PO/WO No.	85700	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.				☑ Yes □ No
2.	026	5/5/22	29,799.72	□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):			29,799.72
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			29,799.72
Amount E – PO / WO value:			33,984.00
Amount F – Difference (A – E):			4185.00
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	6/6		
Remarks: Advice for Credit to Contractor is attached NOC taken			

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		Prabhakar			
Sign:		APPROVED			
Date		29 MAY 2022			
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

P. PRABHAKAR
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

TAX INVOICE CASH / CREDIT

ABDUL AZIZ

Cell : 9908194281
9182242690

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	Invoice No. : 026
Pan No. AYAPA9482A	Invoice Date :
Mode of Transport :	Date of Supply : 05/05/2022
Product Reference No.	PO No. & Date : 85700
State : Telangana, State Code : 36	

Details of Receiver / Billed to :	**Details of Delivery Address :**
Name : Aedis Developers LLP	Name :
Address :	Address :
Buyer GSTIN 36ABPFA0002Q1ZD	Buyer GSTIN
State ..... Code	State ..... Code .....

S.No.	NAME OF THE PRODUCT	HSN Code	Qty.	Unit Price	Taxable Value
1	Gypsum false ceilling Bathrooms fifth floor 103, 302, 106, 406, 306, 202, 205 Refixing work	998391	610	41.40	25,254

SUMMIT SALES LLP
INWARD
No: 94048
Date: 5/5/22
Sign:
R.R. DIST.

Total Invoice Amount : (Inwords) Twenty nine thousand Seven hundred ninty nine only

Total Amount Before Tax	25,254
Add CGST @ 9 %	2272.86
Add SGST @ 9 %	2272.86
Add IGST @ ..... %	
Total Amount GST	4545.72
Total Amount After Tax	29,799.72
GST Payable on Reverse Charge	

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

For ABDUL AZIZ

ABDUL AZIZ

TAX INVOICE CASH / CREDIT

Cell : 9908154281, 9182242690

Suppliers & Contractors

Spl. in: Plaster of Paris False Ceiling, Gypsum Board, Partition W[illegible]ks, Thermocol Ceiling, Armstrong, Border, Flower & All Types of [illegible] Works.

[illegible] 500 018. [illegible] @gmail.com

Seller GST No.: 36AYAPA[illegible]	Invoice No.: [illegible]
Pan No. AYAPA[illegible]A	Invoice Date:
Mode of Transport :	Date of Supply : 05/12/2022
Product Reference No. :	PO No. & Date : 35 100
State : Telangana, State Code : 36	

Details of Receiver / Billed to :	Details of Delivery Address
Name : [illegible] Developers LLP	Name :
Address :	Address :
Buyer GSTIN : 36AABFA0002Q1ZD	Buyer GST No.
State : .... Code :	State : .... Code : ....

S.No.	NAME OF THE PRODUCT	HSN Code	Qty	Unit Price	Taxable Value
1	Gypsum false ceiling Bathroom fifth floor 102, 302, 106, 206, 306, 202, 205 Re fixing work	[illegible]	[illegible]	[illegible]	25,254

Total Invoice Amount : (in words) Twenty Nine thousand Seven hundred ninety nine only	Total Amount Before Tax	25,254
	Add CGST @ 9 %	2272.86
	Add SGST @ 9 %	2272.86
	Add IGST @ %	
	Total Amount GST	4545.72
Goods once sold will not be taken back. Our responsibility ceases [illegible]	Total Amount After Tax	29,799.72
	GST Payable on Reverse Charge	

ABDUL AZIZ

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

Sl. No. – site bills register	131	Date - site bills Register	11/3/22
Company Name:	Aedis developers LLP	Site:	MGA
Name of Contractor	Abdul Aziz Ansari		
Nature of work	false celling work.		
Work done	From Date 10/1/22	To Date	15/2/22

Sl. No.	Villa/Flat/block no.	Qty.	Rate	Units	Amount	Contractors bill no
1.	5th floor flase					
2.	Celling work.					
3.	Master Toilet	210.00	41.40	sft	8694.00	
4.	Common Toilet	180.00	41.40	sft	7452.00	
5.	Refixing flats 103,	70.00	41.40	sft	2898.00	
6.	302. Master Toilet					
7.	Refixing flats 106, 406	150.00	41.40	sft	6210.00	
8.	306, 202, 205 C. Toilets					
9.						
10.						
11.	Total:				25,254.00	

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: 11/3/22	Date:	Date:
Sign:	Sign:	Sign:

APPROVED BY
11 MAR 2022
G. SOBANBABU
Asst. Project Manager (B.R.G.V.)

Notes: 1. This form 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.

ASUREMENT SHEET									
Company Name:	Aedis Developers LLP						Approved by		
Project :	MGA						Sign:		
Work Description :	False celling work.								
Prepared By:	Sobhanbabu.					Req no	85700.00		
Contractor Name:	Abdul Aziz Ansari.					Po. No	100588.00		
Date:	10.03.2022								
			A	B	C	D	E=AXBXCXD	F	G=Sum of E
S.No	Item Head	Item Description	Length	Width	Height	Nos	Quantity	Units	Total Head
1	MGA								
	False celling work. 5th floor	Master toilet	5.00	7.00	1.00	6.00	210.00	Sft	
		Common toilet	7.50	4.00	1.00	6.00	180.00	Sft	
	103,302, flats Refixing work.	Master toilet	5.00	7.00	1.00	2.00	70.00	Sft	
	106,406,306,202,205 flats Refixing work.	Common toilet	7.50	4.00	1.00	5.00	150.00	Sft	
									610.00
							Total		610.00

ESTIMATE SHEET							
Company Name:	Aedis Developers LLP						
Project :	MGA					Approved by	
Work Description :	False celling work.					Sign:	
Prepared By:	Sobhanbabu.						
Contractor Name:	Abdul Aziz Ansari.				Req no	85700.00	
Date:	10.03.2022				Po. No	100588.00	
S NO.	**Item Head**	**Item Description**	**Quantity**	**Units**	**Rate**	**Amount**	**Grand Total**
1	MGA						
	False celling work. 5th floor	Master toilet	210.00	Sft	41.40	8694.00	
		Common toilet	180.00	Sft	41.40	7452.00	
	103,302, flats Refixing work.	Master toilet	70.00	Sft	41.40	2898.00	
	106,406,306,202,205 flats Refixing work.	Common toilet	150.00	Sft	41.40	6210.00	
							25254.00
		Note:- 15% added on circular rate 852(D)					
					Grand Total		**25254.00**
	Amount in words :- Twenty five Thousand two hundrad fifty four only						

Ik.

the

 07-03-2022 17:19:03

Purchase Order

Original / Office Copy / Purchase Div.Copy

From Company : **Aedis Developers LLP**
5-4-187/3&4, II Floor, M G Road, Secunderabad-500003
G S T No. : 36ABPFA0002Q1ZD

Supplier Details

Abdul Aziz
#14-1-96/3/B, Allapur, Borabanda, Hyderabad - 500018

GSTIN 36AYAPA9482A2ZQ

9908194281

Doc No	85700	100588
Doc Date	19-02-2022	
Quote No	Nil	
Quote Date	19-07-2021	
SupplyType	Supply And Installation	

Kind Attn : Mr. Abdul Aziz

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	6022 - Miscellaneous - False Ceiling - NA - sft *Gypsum False Ceiling - Plain*	800.00	36.00	0.00	18.00	33,984.00
Rupees : Thirty Three Thousand Nine Hundred Eighty Four Only.				**Total Order Value . . .**		**33,984.00**

Terms and Conditions :-

Specification /	Above rate as per guideline cir.no.852(E) dtd. 19-07-2021 issued by our M.D. and accepted by contractor. Above rates are inclusive of all.
Payment Terms	50% advance at the time of PO, balance on completion of work.
Tax	All taxes included in above price.
Delivery Date	Within 4days.
Delivery Location	Morning Glory Apartments Genomevalley, Hyderabad Phone. Madhu Site Engineer - 9502211499
Penality For Delay	Bills must be submitted to H.O. within 30 days of completion of work. 10% pity on value of order will be deducted for delay in submission of bills.
Transportation	Included in the above price.
Warranty	One year on workmanship
Advance Paid	Rs. 16,992/- to be pay vide cheque no. , dt.
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for Fifth floor bathrooms purpose.
Completion Date	Work to be completed in 4days. 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.'

Bill not Recd

Books of accounts verified and no bills wrt this PO were received by accounts
Name: D. Vinay Raja
Sign: D. Vinay Raja
Date: 9/05/22

For *Aedis Developers LLP*
Authorised Signatory

Accepted the above Terms And Conditions
For *Abdul Aziz*

Name : ____________

Name : ____________

Date : __/__/____