PURCHASE DIVISION
Advice for approval for credit to supplier

B

Date:	30/05/22	Prepared by	Ramya	Serial no.	4674
Supplier name	Royal Potteries			HO inward no.	
Firm/Company	MH Pvt Ltd	Project	GVSH	HO received date	
PO/WO date	185089	PO/WO No.	83934	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	46	12/01/22	3,69,986/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):			3,69,986
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report			
MRN nos.:	104450	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:			3,69,986
Amount E – PO / WO value:			~~3,69,986~~ 3,28,512/-
Amount F – Difference (A – E):			41,474
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	6/06/22		
Remarks:	Final Bill		

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Ramya				
Sign:	[signature]	31 MAY 2022			
Date	30/05/22				
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

APPROVED
MINISH PARIKH
MANAGING DIRECTOR

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.

Royal Potteries

Mob. : 9821388409
7507596128
9167227319

Mfg. of : R.C.C. Jali, Raling Pillar, Garden Bench, Chairs & Mosaic
Flover Pots & Garden Material Suppliers & Contractor

R.P.

Factory : Village Bapane, M. A. National Highway, Near Lodhadham Mandir,
Naigaon (E), Dist. Palghar - 401208 • Email: royalpotteries@gmail.com

TAX INVOICE

M/s. Modi Housing Private Limited	Invoice No. : 46		Date : 12/01/2022
Address :	Challan No.		Date :
	PO: 83934		Date : 28/12/2021
Party's GSTIN No. 36AADCM5906D2Z0	Transportation Mode :		
State : / State Code :			
HSN Code :	Vehicle No.		Date : 12/01/2022

SR. NO.	DESCRIPTION	QTY	RATE	AMOUNT Rs.	P.
(1)	Ready Made Compound Wall Runningbit hight S.ft 901 X 6 = 5406	5406 S.ft	58	313548	/-

INWARD
Inward No: 1209 Dt: 04/03/22
MRN No: 104450 Dt: 04/03/22
Received By: Sign:
M.R.G.V.S.H

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 94984
Date: 3/5
Sign:

Rupees in Words : Three lakh sixty Nine thousand Nine hundred Eighty six Rupees only.

TOTAL AMOUNT		313548/=
SGST	%	
CGST	%	
IGST	18%	56438/=
ROUND OFF (+,-)		
GRAND TOTAL		369986/=

Bank Details: Bharat Co-op Bank
Cur. A/c. 000312100112559
Branch : Goregaon East
IFSC CODE : BCBM0000004

GSTIN NO.: 27FLTPS2172G1ZH

1. Payment within_______days
2. Subject to Mumbai Jurisdiction

For Royal Potteries

Imran

Authorised Signatory

GVSH

Form for closure of purchase order

Data required from site/engineers:			
PO no.:	83934	PO date:	28/12/21
Req. no.:	185089	Req. date:	20/12/21
Material received	□ Part ☑ Full	MRN nos.:	104450
If material partially delivered then can balance material be ordered by new requisition/PO	□ No further material required and PO can be closed. □ No material cannot be ordered by new PO. □ PO can be closed and balance material can be ordered by new requisition.	Can PO be closed?	□ Yes □ No
Remarks by engineer:	precast compound wall work completed recently, the bill has to be raised as some extra work also done than giving P.O.		

Notes: 1. Provide details of material received by way of separate attachment. 2. Provide hardcopy of DCs/proof of delivery + PO. 3. Provide copies of invoices if available. 4. This entire set to be sent by way of hard copy to Ashaiya.

Prepared by	Sign	Date	Project manager	Sign	Date
Mallikarjun	Manjt	04/03/21	—	—	—

Data required from accounts:	
Are any bills received wrt to this PO.	□ Yes for full PO □ Yes for part of PO ☑ No.
Scan ID nos. of advice for credit to supplier	
Remarks by Accountants:	Bill Not Received

Notes: 1. Accountants to attach hard copy of purchase voucher.

Prepared by	Sign	Date	Accounts manager (approval required for PO more than 10k)	Sign	Date
S. Sridhar	Sridhar	04/03/22			

Action taken by purchase:	
Status of PO	□ PO closed and email sent to supplier. □ PO open material awaited.
Status of proof of delivery:	□ Proof of delivery received. □ Proof of delivery not available with site or purchase.
Original barcoded PO available	□ Yes □ No – certified copy received from accounts.
Original bill available	□ Yes □ No – certified copy obtained from supplier.
Supplier's ledger available	□ Yes □ No
Advice for credit to supplier	□ Prepared for entire PO □ Part of PO and PO closed. □ Prepared for part of PO and balance material awaited.
Remarks by purchase:	

Prepared by	Sign	Date	Purchase manager	Sign	Date
				nnn	

Notes: 1. Purchase to attach hard copies of 'advice for credit to supplier'. 2. In case advice for payment to supplier cannot be prepared (material not delivered or other reasons) attach this note to original PO, original requisition, original bill and proof of delivery and send to MD.

~~Disa~~ Murty to discuss with sadar and settle bill

5/3/22

Purchase Order

 28-12-2021 13:56:47

83934

5:35:32

From Company : **Modi Housing Pvt.Ltd**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AADCM5906D2Z0

Supplier Details			
Royal Potteries	**Doc No**	83934	185089
0, Fardia Garden near Bharat Industrial Estates, Ram Mandir Road, Goregoan East, Mumbai Suburban, Maharashtra - 400063.	**Doc Date**	28-12-2021	
	Quote No	NIL	
GSTIN 27FLTPS2172G1ZH	**Quote Date**	09-08-2021	
7498845440	**SupplyType**	Supply	

Kind Attn : Mr. Imran Irfan Siddiqui

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	IGST	Amount
1	1043 - Building material - Precast compound wall - NA - sft *Wall - 6' Height*	4,800.00	58.00	0.00	18.00	328,512.00
			Total Order Value . . .			**328,512.00**

Rupees : Three Lakh(s) Twenty Eight Thousand Five Hundred Twelve Only.

Terms and Conditions :-

Specification / Brand	As per details given in the quotation.
Payment Terms	Rs. 1 lakh advance and balance after completion of the work and receipt of Invoice.
Tax	All taxes included in above price.
Delivery Date	Within 2day from the date of WO/PO.
Delivery Location	GVSH Production facilities Pvt Ltd Sy no: 193,197,198,201 & 202,Thurkapally village, Shamirpet mandal, Medchal-Malkajgiri Dist Phone. Mr. Mallikarjun - 9440419149
Penality For Delay	Nil
Transportation Cost	Included in the above price.
Warranty	Nil
Advance Paid	Rs. 1,00,000/- to be pay vide cheque no. , dt.
Other Terms	Payment as per actual receipt of material.Above material for site use purpose. Above order for GVSH site compound wall purpose.
Completion Date	Work shall be completed within 6days from the date of the work order.
Measurment	Final payment as per actual measurements on site.
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.'

Books of accounts verified and no bills wrt this PO were received by accounts
Name: P. Ramesh kumar
Sign:
Date: 03/02/22

For *Modi Housing Pvt.Ltd*

Authorised Signatory

28/12/2021

Name :

Accepted the above Terms And Conditions

For *Royal Potteries*

Name :

Date : __/__/____

Requisition Form

Company Name:	Modi Housing Pvt Ltd	Date:	20-12-2021
Site & Phase :	SOV III - GVSH.	Time:	18:00
Supplier	Royal Potteries (Imran Irfan Siddiqui)	Req. No.	185089
Material required before date:		ID No.	72267

No	Description	Size	Quantity	Units	Inward No	Date
1	Precast compound wall		4800	Sft	- 58 +181.	
2						
3						
4						
5						
6						
7	83934					
8						
9						
10						

Remarks: For GVSH site purpose.

Prepared By	MALLIKARJUN	Approved by	SACHIN MALVE
Sign.& Date	20-12-2021	Sign. & Date	20-12-2021

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

APPROVED BY
23 DEC 2021
SOHAM MODI
MANAGING DIRECTOR

APPROVED
21 DEC 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE

For MDs APPROVAL

- ☐ High Value/quantity beyond limits.
- ☐ Po/Req. processed-post approval.
- ☐ Approval for technical details/clarification.
- ☐ Replenishing SSLLP stock
- ☒ Other

T.D. [signature]
22/12/21

Estimate/Draft PO

 27-12-2021 13:40:01

Original / Office Copy / Purchase Div.Copy

From Company : **Modi Housing Pvt.Ltd**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AADCM5906D2Z0

Supplier Details			
Royal Potteries 0, Fardia Garden near Bharat Industrial Estates, Ram Mandir Road, Goregoan East, Mumbai Suburban, Maharashtra - 400063. **GSTIN** 27FLTPS2172G1ZH 7498845440	**Doc No**	83934	185089
	Doc Date	27-12-2021	
	Quote No	NIL	
	Quote Date	09-08-2021	
	SupplyType	Supply	

Kind Attn : Mr. Imran Irfan Siddiqui

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T.D. [signature] 27/12/21

For MDs APPROVAL

- ☐ High Value/quantity beyond limits.
- ☐ Po/Req. processed-post approval.
- ☐ Approval for technical details/clarification.
- ☐ Replenishing SSLLP stock
- ☑ Other

APPROVED BY
27 DEC 2021
SOHAM MODI
MANAGING DIRECTOR

For *Modi Housing Pvt.Ltd*

Authorised Signatory

27/12/21

Name : ____________

Accepted the above Terms And Conditions

For ***Royal Potteries***

Name : ____________

Date : __/__/____