

PURCHASE DIVISION
Advice for approval for credit to supplier



Date: 07/07/22		Prepared by: MINISH		Serial no.: 5806	
Supplier name: Elegant Enterprises				HO inward no.	
Firm/Company: MRMLP		Project: GMR		HO received date	
PO/WO date: 15/04/22		PO/WO No.: 87439		Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	0056	04/05/22	35,105/-	☒ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges): 35,105/-

Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report

MRN nos.: 106774	Proof of delivery matches MRN	☒ Yes ☐ No
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Amount B – Other Credits : Transportation charges

Amount C – Other Debits :

Amount D (D=A+B-C) – Amount to be credited to the supplier: 35,105/-

Amount E – PO / WO value: 35,105/-

Amount F – Difference (A – E): NIL

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: 11/07/22

Remarks:

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.

5808

Purchase Order

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29-05-2022 11:49:50 AM

Original / Office Copy / Purchase Div.Copy

From Company : **Modi Reality Mallapur LLP**
5-4-187/3&3, II nd floor, Soham Mansion, MG Road, Secunderabad.
G S T No. : 36AAEFM1459R1ZP

Supplier Details

Elegant Enterprises
5-4-187/7/3, Karbala Maidan, M.G.Road, Secunderbad-500003.

66385358

9985113450/9885073880

Doc No	87439	193091
Doc Date	15-04-2022	
Quote No	NIL	
Quote Date	14-04-2022	
SupplyType	Supply	

Kind Attn : Mr.Gaurang Kadakia/Mahesh Kadakia

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST%	Amount
1 4800 - Electrical - other - Cable Tray - NA - nos 300mm x 50mm x 1.5-50mtrs cable tray without cover	50.00	595.00	0.00	18.00	35,105.00
Total Order Value . . .					35,105.00

Rupees : Thirty Five Thousand One Hundred Five Only.

Terms and Conditions :-**Specification / Brand** As per details given in the quotation.**Payment Terms** After Delivery & Production of bill**Tax** Inclusive of all taxes**Delivery Date** Next Day.

Delivery Location Gulmohar Residency
Survey No 19, Mallapur, Hyderabad. NExt to NFC Railway Over Bridge
Phone. Contact: Security _____, Admin 9502211011

Penalty For Delay Nil**Transportation Cost** Transport cost shall be borne by us.**Warranty** Nil**Advance Paid** Nil**Other Terms** We reserve the right to reject items not conforming to quality and specifications. Above order for B block flat 1,2,7,8 electrical 6Sq.mm cable laying to work use purpose**Completion Date** Nil**Measurment** Nil**Security** Nil**Remarks**

bin not received
3/6/22

Books of accounts verified and
no bills wrt this PO were
received by accounts

Name: Rajyashankar**Sign:****Date:** 3/6/22For **Modi Reality Mallapur LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Elegant Enterprises**

Name : _____

Name : _____

Date : ____/____/____

Contact : _____

Books of accounts verified and
no bills with this PO were
received by accounts

name:	
sign:	
date:	

Requisition Form

Company Name:		MODI REALTY MALLAPUR LLP		Date:		14.04.22	
Site & Phase :		GULMOHAR RESIDENCY		Time:		11:00	
Supplier				Req. No.		193091	
Material required before date:			Urgent		ID No.		

No	Description	Size	Quantity	Units	Inward No	Date
1.	G.I Cable tray	300mmx50mm	50	Mtrs		
2.	Thread rod	10mm	50	No's		
3.	Anchour bolt (bolt type)	12mmx50mm	100	No's		
4.						
5.						
6.						
7.						
8.						
9.						
10.						

Remarks: For B -blocks flat :1-2,7-8 electrical 6sq.mm cable laying to work use purpose at GMR site .

Prepared By	Srinivas	Approved by	Ram prasad
Sign. & Date	14.04.22	Sign. & Date	

Note:



