

PURCHASE DIVISION
Advice for approval for credit to supplier

2

Date: 28/2/22		Prepared by: [Signature]		Serial no.	
Supplier name: Vidyashankar				HO inward no.	
Firm/Company: MPPL		Project: MPPL		HO received date	
PO/WO date: 27/12/21		PO/WO No. 82956		Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	93	27/1/22	80,513-00	☒ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A - Bills total (Excluding Transport & Hamali Charges):			80,513-00
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:			80,513-00
Amount E - PO / WO value:			74,240-00
Amount F - Difference (A - E):			10,173-00
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			
Remarks: Calculator was wrong Can be Consider			

Approved by	Purchase Officer	Purchase Manager	MD	Accountant	Accounts Manager
Name:		[Signature]			
Sign:		[Signature]			
Date		26 JAN 2022			
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.



VIDYA SHANKAR INTERIORS

Plot No. 171, Shree Krishna Nagar Colony, Beside Venkata Sai Nagar
Chengicherla, Boduppal, Hyderabad - 500 039, Telangana
E-mail : vidyashankar3256@gmail.com

M/s. : modi properties pvt LTD

Invoice No.: 93 Date: 27/11/22

D.C. No. 93 Date

P.O. No. Date

Party GSTIN: 36AABCM4761E1ZM

Despatch Through

S. No.	DESCRIPTION	HSN Code	Qty	Rate	Amount Rs.	Ps.
1	Club House false Ceiling of - Brlmtn Court. Add 10% For 33' Ht		SFT 1773	361	62028	
					6203	

Rupees In Words : Eighty Thousand five hundred

Thirteen Only

TOTAL	68231
SGST @ 9 %	6141
CGST @ 9 %	6141
IGST @ %	
GRAND TOTAL	80513

Declaration :

1. Goods once sold will not be taken back.
2. Any Dispute is Subject to Hyderabad Jurisdiction only

Receiver's Signature

For VIDYA SHANKAR V.

Vidya Shankar
Authorised Signature

Form for closure of purchase order

Data required from site/engineers:					
PO no.:	83956	PO date:	27/12/21	Req. no.:	178275
Advice Scan ID					
MRN nos. related to PO					
☐	Part material received.				
☒	Full material received.				
☐	Material not received.				
☐	Close PO – Balance material will be re-ordered by new requisition.				
☐	Cancel PO. Material not required.				
☐	Cancel PO. Material will be re-ordered by new requisition.				
☐	Keep PO open. Material required.				
☐	Keep PO open. Work under progress.				
Remarks by engineer: Work Completed at Site - Bill Sent to HO. Bill enclosed.					
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
A. Srivastava	[Signature]	9/4/22			
Data required from accounts:					
☐	Checked with E&D for receipt of bills.				
☐	Bills not received against this PO.				
☐	Part bill received against this PO.			Bill nos.	
☐	All bills received against this PO.				
☐	Advance paid against this PO.			Amount paid	
Remarks by Accountants:					
Notes: 1. Pos issued for false ceiling and such works may have been processed by E&D. Check before filling the above.					
Prepared by	Sign	Date	Accounts manager (approval required for PO more than 10k)	Sign	Date
Advice by MD - action to be taken by purchase:					
☒	Get certified bill from supplier (not original).				
☒	Prepare bill in SLLP for material supplied.				
☒	Get proof of delivery from site.				
☒	Barcoded PO missing – get certified copy from Accounts.				
☐	Thereafter, prepare advice to credit to supplier and send to HO for processing.				
☐	Close PO			☐	Keep PO open. Material awaited
☐	Send barcoded PO to MDs desk. PO to be closed thereafter.				
☐	Accounts to be reconciled with supplier. Suppliers ledger required from 1.4.2021.				
☐	Accounts to be reconciled with supplier. Suppliers ledger required from 1.4.2020.				
☐	RMC supplier – suppliers ledger required from 1.4.2020. Process bill after thoroughly checking both the ledgers and all pour reports. Pour reports from day one to be thoroughly checked with Pos/Bills. Thereafter, prepare advice to credit to supplier and send to HO for processing. Close all open POs.				
☐	E&D to check receipt of bill and enter comments below.				
☐	Details of material supplied and balance material to be supplied is required.				
Remarks:					
Prepared by		Sign		Date	

awaiting the bill from Vidyamandir

Purchase Order

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

Mr. V. Vidya Shankar
Plot no. 171, Krishna Nagar Colony, Chengi Cherla, Ghatkesar Mandal,

GSTIN 36AEKPV0495G1Z2

9246889529

Doc No	83956	178275
Doc Date	27-12-2021	
Quote No	Nil	
Quote Date	19-07-2021	
SupplyType	Supply And Installation	

Kind Attn : Mr. V. Vidya Shankar

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	1,750.00	36.00	0.00	18.00	74,340.00
Total Order Value . . .					74,340.00

Rupees : Seventy Four Thousand Three Hundred Fourty Only.

Terms and Conditions :-

Specification / Brand 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 7days.

Delivery Location May Flower Platinum
Sy 82/1, Mallapur, Nacharam.
Phone. 7680971999

Penalty For Delay Bills must be submitted to H.O. within 30 days 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 One year on workmanship

Advance Paid Rs. 37,170/- to be pay vide cheque no. , dt.

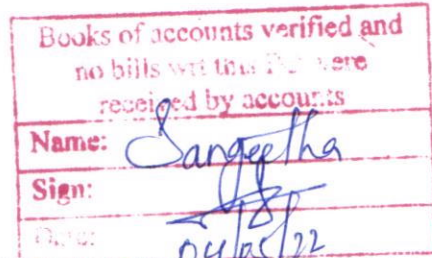
Other Terms We reserve the right to reject items not conforming to quality and specifications. Above order for 8th floor Club House purpose.

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



For **Modi Properties Pvt.Ltd.**

Authorised Signatory

Accepted the above Terms And Conditions

For **Mr. V. Vidya Shankar**

Name : _____

Name : _____

Date : __/__/__

1. The first part of the document is a list of names and addresses. The names are written in red ink, and the addresses are written in black ink. The list is organized in a table-like format with columns for names and addresses.

Name	Address
John Doe	123 Main St, New York, NY 10001
Jane Smith	456 Elm St, Los Angeles, CA 90001
Bob Johnson	789 Oak St, Chicago, IL 60601
Alice Brown	101 Pine St, San Francisco, CA 94101
Charlie White	202 Cedar St, Boston, MA 02101
Diana Green	303 Birch St, Philadelphia, PA 19101
Frank Black	404 Spruce St, Washington, DC 20001
Grace King	505 Willow St, Houston, TX 77001
Henry Lee	606 Ash St, Phoenix, AZ 85001
Ivy Clark	707 Hickory St, Portland, OR 97201
Jack Hall	808 Maple St, San Diego, CA 92101
Karen Young	909 Poplar St, Dallas, TX 75201
Liam Scott	1010 Sycamore St, Austin, TX 78701
Mia Adams	1111 Walnut St, San Jose, CA 95101
Noah Baker	1212 Chestnut St, San Antonio, TX 78201
Olivia Wilson	1313 Elm St, Fort Worth, TX 76101
Peter Davis	1414 Oak St, Columbus, OH 43201
Quinn Miller	1515 Pine St, Indianapolis, IN 46201
Rachel Moore	1616 Cedar St, Jacksonville, FL 32201
Samuel Taylor	1717 Birch St, San Luis Obispo, CA 93401
Tina Hall	1818 Spruce St, Santa Barbara, CA 93101
Victor King	1919 Willow St, Santa Cruz, CA 95061
Wendy Lee	2020 Ash St, Merced, CA 95341
Xavier Clark	2121 Hickory St, Fresno, CA 93701
Yara Hall	2222 Maple St, Bakersfield, CA 93301
Zoe Young	2323 Poplar St, Lancaster, CA 93534

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19: 66749

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

Sl. No. site bills register	1095	Date - site bills Register	25/01/2022			
Company Name:	MPPL	Site:	May Flower Platinum			
Name of Contractor	Vidhya Shankar					
Nature of work	False ceiling					
Work done	From Date	To Date				
	27/02/2021	10/01/2022				
Sl. No.	Villa/Flat block no.	Qty.	Rate	Units	Amount	Contractors bill no
1.	Club House false					
2.	ceily of Bedroom					
3.	Court -					
4.		1723	36/-	Sft	62,028=00	
5.	Add 10% for 33'0" ht				6,203=00	
6.	work for difficulty					
7.	Sub Total				68,231=00	
8.	GST 18%				12,262=00	12,281
9.						
10.						
11.	Total:				74,310=00	80,592/-
Bill required	☒ YES ☐ NO.	GST bill required	☒ YES ☐ NO.			
Measurement & estimate sheet:	☒ Required ☐ Not required	Measurement & estimate sheet:	☒ Enclosed ☐ Not enclosed			
PO/WO no.	83956	PO/WO date:	27/12/2022			
Remarks :						

Approved by Project Manager

Date: 25/01/2022

Sign: *[Signature]*

Approved by Design Team

Date: 27/01/22

Sign: Nagalaxmi

Approved by M.D.

Date: 28 JAN 2022

Sign: *[Signature]*



Notes: 1. This advice 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 N.A. 1. Wherever not applicable fill N.A. 1. Wherever not applicable fill N.A. 1.

1944

1. The first part of the report deals with the general situation of the country and the progress of the war. It is a very interesting and informative account of the events of the year.

2. The second part of the report deals with the economic situation of the country. It is a very detailed and comprehensive account of the economic conditions of the year.

3. The third part of the report deals with the social situation of the country. It is a very detailed and comprehensive account of the social conditions of the year.

4. The fourth part of the report deals with the political situation of the country. It is a very detailed and comprehensive account of the political conditions of the year.

MEASUREMENT SHEET									
Company Name:	MPPL							Approved	
Project:	May Flower Patinum								
Work Description:	Club House Badminton court false ceiling work								
Name of the Contractor	Vidhya Shanker								
Prepared By	K. Narender Reddy								
Date:	25-01-2022								
S No.	Item Head	Item Description	A Length	B Width	C Height	D Nos.	E=AxBxCxD Quantity	F Units	G=Sum of E Item Head Total
	Club House Badminton court false ceiling work								
1	false ceiling	Plain ceiling	51.16	32.58	1.00	1.00	1667 sft		
			12.92	4.33	1.00	1.00	56 sft		
									1723

ESTIMATE SHEET									
Company Name:		MPPL							
Project:		May Flower Patinum							
Work Description:		Club House Badminton court false ceiling work							
Name of the Contractor		Vidhya Shanker							
Prepared By:		K. Narendar Reddy							
Date:		25-01-2022							
S No.	Item Head	Item Description	Quantity	Units	Rate	Amount	Item Head Total		Approved
1	False ceiling	Plain False ceiling	1,723.00	sft	36.00	62,028.00	62028		
		Add 10% for 33 ft ht work					6203		
		Sub Total					68231		
		GST					12282		
		Total					74310		
Amount in words - Seventy Four Thousand Three Hundred and Ten Rupees only									

Amount in words - Seventy Four Thousand Three Hundred and Ten Rupees only

