PURCHASE DIVISION
Advice for approval for credit to supplier

2

| | | | | | |
|---|---|---|---|---|---|
| Date: | 3/8/22 | Prepared by | Manoj | Serial no. | 6894 |
| Supplier name | Siddarth Enterprises | | | HO inward no. | |
| Firm/Company | MPPL | Project | MPL | HO received date | |
| PO/WO date | 20/5/22 | PO/WO No. | 88509 | Scan ID. | |

| Sl no. | Bill no. | Bill date | Bill amount | Original attached |
|---|---|---|---|---|
| 1. | 1457 | 24/6/22 | 21,308/- | ☑ Yes ☐ No |
| 2. | | | | ☐ Yes ☐ No |
| 3. | | | | ☐ Yes ☐ No |
| 4. | | | | ☐ Yes ☐ No |

| | |
|---|---|
| Amount A – Bills total (Excluding Transport & Hamali Charges): | 21,308/- |
| Proof of delivery by way of: ☑ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report | |

| | | | |
|---|---|---|---|
| MRN nos.: | 110064 | 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: | 21,308/- |
| Amount E – PO / WO value: | 21,308/- |
| 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 | 8/8/22 |
| Remarks: | |

| Approved by | Purchase Officer | Purchase Manager | M D | Accountant | Accounts Manager |
|---|---|---|---|---|---|
| Name: | Manoj | Bashkar | | | |
| Sign: | Manoj | APPROVED | | | |
| Date | 3/8/22 | 03 AUG 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.

GSTIN : 36ABFFS3664J1ZT | GST INVOICE | Ph :040 2790 6453 Mobile: 9949966500

# SIDDARTH ENTERPRISES

1-35-513,Ground & First Floor,
Rasoolpura,Begumpet,Secunderabad-500003
**Email id : siddarthenterprisess@yahoo.in**

Invoice Serial No : **1457**

Invoice Date : **24-06-2022**

PO No: 88509 / 178459
Dt: 20.05.22.

| Detatils of Receiver (Billed To) | | Details of Consignee (Shipped To) | |
|---|---|---|---|
| M/s. | **MODI PROPERTIES PVT LTD** | M/s. | **MODI PROPERTIES PVT LTD** |
| Address | 5-4-187/3 & 4, IInd Floor, | Address | MAY FLOWER PLATINUM MALLAPUR |
| City | M.G.Road,Secunderabad Pin Code : 500003 | City | NACHARAM Pin Code : |
| State | TELANGANA State Code : 36 | State | 36 State Code : |
| GSTIN | **36AABCM4761E1ZM** Ph no : | GSTIN | Ph no : |

| S. No | Code | Particulars | HSN Code | Qty | Rate | Gross | Disc % | CGST % | SGST % | IGST % | xable Value |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | IITAB2S | SLR ITALIA 2 SEA | 94016100 | 2 | 6429.82 | 12859.64 | | 9.0 | 9.0 | | 10,898.00 |
| 2 | IITAB3S | SLR(ITALIA NEW | 94016100 | 1 | 8448.80 | 8448.80 | | 9.0 | 9.0 | | 7,160.00 |
| | | | | | | | | | | | 18,058.00 |

INWARD
Inward No: 20025 Dt: 28/7/22
MRN No: 110064 Dt: 29/7/22
Received By: Sign:
MODI PROPERTIES PVT. LTD. Sy.No. 82/1.

**Total Invoice Amount in Words :**
**TWENTY ONE THOUSAND THREE HUNDRED AND EIGHT ONLY**

| | |
|---|---|
| Gross | 21,308.44 |
| Discount | |
| Taxable Value | 18,058.00 |
| CGST | 1,625.22 |
| SGST | 1,625.22 |
| IGST | |
| **Grand Total** | **21,308.00** |

**Bank** **ICICI BANK**
**A/c No.** **068105001031**
**IFSC Code** **ICIC0000681**
**Branch** **DIAMOND POINT**

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 97763
Date: 30/9
Sign:

**Terms & Conditions :**
1. Payment by Cross " PAYEE A/C " cheque / DD NEFT only.
2. Our responsibility ceases on delivery of goods to carrier / transport / outlet.
3. The cause of action shall be deemed to raise in SECUNDERBAD and all disputes shall be settled in SECUNDERABAD under SECUNDERABAD Jurisdiction.

For **SIDDARTH ENTERPRISES**

SIDDARTH ENTERPRISES SEC'BAD

Authorised Signatory

#5176

# Purchase Order

 23-05-2022 14:05:02

88509
20.05.22 3:37:20

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| | |
|---|---|
| From Company : | **Modi Properties Pvt.Ltd.**<br>5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003<br>G S T No. : 36AABCM4761E1ZM |

**Supplier Details**

Siddarth Enterprises
1-35-513, Groung floor&First floor, Rasoolpura, Begumpet, Secunderbad-500003

**GSTIN** 36ABFFS3664J1ZT
040-27906453 9949966500

| | | |
|---|---|---|
| **Doc No** | 88509 | 178459 |
| **Doc Date** | 20-05-2022 | |
| **Quote No** | Nil | |
| **Quote Date** | 23-05-2022 | |
| **SupplyType** | Supply | |

**Kind Attn : Mr.P.Rammohan**

Purchase Order for the Supply of following Items.

| | Item Name | Qty | Rate | Dis% | GST | Amount |
|---|---|---|---|---|---|---|
| 1 | 5502 - Furniture - Chairs - NA - nos<br>*2 Seater with chrome edge* | 2.00 | 5,449.00 | 0.00 | 18.00 | 12,859.64 |
| 2 | 5502 - Furniture - Chairs - NA - nos<br>*3 seater with chrome edge* | 1.00 | 7,160.00 | 0.00 | 18.00 | 8,448.80 |
| | | | | | **Total Order Value . . .** | **21,308.44** |

Rupees : Twenty One Thousand Three Hundred Eight and Paise Fourty Four Only.

<u>Terms and Conditions :-</u>

| | |
|---|---|
| **Specification / Brand** | Nilkamal brand 2 seater with crome plated SS |
| **Payment Terms** | 100% Advance payment |
| **Tax** | GST included in above price. |
| **Delivery Date** | With in a week |
| **Delivery Location** | May Flower Platinum<br>Sy 82/1, Mallapur, Nacharam.<br>Phone. 7680971999 |
| **Penality For Delay** | Nil |
| **Transportation Cost** | Extra as per actuals |
| **Warranty** | Nil |
| **Advance Paid** | Rs. 21,308-00 by cheque |
| **Other Terms** | We reserve the right to reject items not conforming to quality and specifications. damage is in suppliers account, Above order for Site use purpose. |
| **Completion Date** | Nil |
| **Measurment** | Nil |
| **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.' |

For ***Modi Properties Pvt.Ltd.***

Authorised Signatory

Name : ______________________

Accepted the above Terms And Conditions

For ***Siddarth Enterprises***

Name : ______________________

Date : __/__/____

## Requisition Form

| | | | |
|---|---|---|---|
| Company Name: | Modi Properties Pvt Ltd | Date: | 26.03.2022 |
| Site & Phase : | May Flower Platinum | Time: | 11:50 |
| Supplier | | Req.No. | 178459 |
| Material required before date: | 01.04.2022 | ID No. | 1509 |

| No | Description | Size | Quantity | Units | Inward No | Date |
|---|---|---|---|---|---|---|
| 1 | Banquet Tables 88509 | 4' x 2' | 12 | No's | | |
| 2 | Low storage (wenge colour) ✓ | 4' x 30" x 18" | 02 | No's | | |
| 3 | Sofa set (2+1+1) | std | 02 | Set's | | |
| 4 | Metal 2 seater with crome edges 88509 | Std | 02 | No's | | |
| 5 | Metal 3 seater with crome edges | Std | 01 | No's | | |
| 6 | | | | | | |
| 7 | | | | | | |
| 8 | | | | | | |
| 9 | | | | | | |
| 10 | | | | | | |

Remarks: Towards club house banquet hall, creche & kitchen material at site .

| | | | |
|---|---|---|---|
| Prepared By | A.Sravani | Approved by | S.V.Subba Reddy |
| Sign.& Date | 26.03.2022 | Sign. & Date | |

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

APPROVED
23 MAY 2022
P. PRABHAKAR
Sr. MANAGER PURCHASE