PURCHASE DIVISION
Advice for approval for credit to supplier

2

Date:	5/8/22	Prepared by	Moni	Serial no.	6936
Supplier name	Sri Sai Vishal Enterprises			HO inward no.	
Firm/Company	MRPLLP	Project	NGH	HO received date	
PO/WO date	1/6/22	PO/WO No.	88855	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	017	27/7/22	39,900/-	□ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	39,900/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report ☑ Solid block report □ Installation report	
MRN nos.: Solid Block report	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:	39,900/-
Amount E – PO / WO value:	41,800/-
Amount F – Difference (A – E):	1,900/-
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: close PO	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Moni	APPROVED			
Sign:	Moni				
Date	5/8/22	09 AUG 2022			
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

P. PRABHAKAR
Sr. 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.

TAX INVOICE ✆ : 8367679193

SRI SAI VISHAL ENTERPRISES

FLY ASH BRICKS

Factory : Godumakunta Vill., Keesara Mdl, Medchal Dist.
Office : Street No. 17, Tarnaka, Secunderabad.
GSTIN : 36ACZPL1512H1ZF
(COMPOSITION TAXABLE PERSON NOT ELIGIBLE TO COLLECT TAX ON SUPPLIES)

M/s Modi Reality pochramal LLP

Party GSTIN 36ABIFM1836127

Inv. No. 017 Date : 27-07-22
D.C. No. 037, 038, 039 Date :
P. O. 88855 Date :
Payment
State : TELANGANA Code : 36

S.No.	PARTICULARS	HSN CODE	QTY.	RATE	UNIT	AMOUNT Rs. Ps.
1.	20 mm Metal					
2.	Baby Chips					
3.	Stone Dust					
4.	Sand					
5.	Red Mutti					
6.	Granite					
7.	40mm Hand Metal					
8.	Crusher Sand					
9.	12mm Metal					
10.	Cement Solid Bricks					
	4X8X16					
	6X8X16 →		1050	38	Nu	39,900=00
	6X8X12					

SUMMIT SALES LLP R.R. DIST. IN WARD No: 97475 Date: 4/8 Sign:

Rupees in words Thirty nine Thousand Nine hundred only

TOTAL		39,900=00
SGST @	%	–
CGST @	%	–
GRAND TOTAL		39,900=00

Name : SRI SAI VISHAL ENTERPRISES
Bank Name : HDFC BANK
Account No. : 50200042541343
IFSC Code : HDFC0000368 **Branch :** Nacharam

E. & O.E.

For **SRI SAI VISHAL ENTERPRISES**

TAX INVOICE ✆ : 8367679193

SRI SAI VISHAL ENTERPRISES

FLY ASH BRICKS

Factory : Godumakunta Vill., Keesara Mdl, Medchal Dist.
Office : Street No. 17, Tarnaka, Secunderabad.
GSTIN : 36ACZPL1612H1ZF
(COMPOSITION TAXABLE PERSON NOT ELIGIBLE TO COLLECT TAX ON SUPPLIES)

M/s Modi Realty Developers LLP

Party GSTIN 36ABTFM1723L1Z7

Inv. No. 017 Date : 27.07.22
D.C. No. 037, 038, 039 Date :
P. O. 88876 Date :
Payment

State : TELANGANA Code : 36

S.No.	PARTICULARS	HSN CODE	QTY.	RATE	UNIT	AMOUNT Rs. Ps.
1.	20 mm Metal					
2.	Baby Chips					
3.	Stone Dust					
4.	Sand					
5.	Red Mutti					
6.	Granite					
7.	40mm Hand Metal					
8.	Crusher Sand					
9.	12mm Metal					
10.	Cement Solid Bricks					
	4X8X18					
	6X8X16		1050	38	M	39,900=00
	6X8X12					

Rupees in words : Thirty nine thousand nine hundred only

TOTAL		39,900=00
SGST @	%	—
CGST @	%	—
GRAND TOTAL		39,900=00

Name : SRI SAI VISHAL ENTERPRISES
Bank Name : HDFC BANK
Account No. : 50200042641340
IFSC Code : HDFC0000 Branch : Nacharam

E. & O.E. For SRI SAI VISHAL ENTERPRISES

Purchase Order

 01-06-2022 15:21:29

88855
20.05.22 3:37:23

From Company : **Modi Realty Pocharam LLP**
5-4-183/3&4, II nd Floor, Soham Mansion, MG Road, Secunderabad-50....
G S T No. : 36ABIFM1836H1Z7

Supplier Details			
Sri Sai Vishal Enterprises 12-13-167,Street no 17, Tarnaka, Medchal, Malkajgiri, Tellangana-500017.	**Doc No**	88855	181991
	Doc Date	01-06-2022	
GSTIN 36ACZPL1512H1ZF	**Quote No**	NIL	
9391029193 9391029193	**Quote Date**	23-05-2021	
	SupplyType	Supply	

Kind Attn : Akula Lakshmi

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 1005 - Building material - Cement Solid Blocks - 6 In x8 In x16 In - nos	1,100.00	38.00	0.00	0.00	41,800.00
				Total Order Value . . .	**41,800.00**

Rupees : Fourty One Thousand Eight Hundred Only.

Terms and Conditions :-

Specification /	Items shall be of 25kgs approx.Strength minimum 30kgs/cm2, QC report a must!
Payment Terms	Within 30 days of delivery of all materials & production of bill.
Tax	All taxes included in above price.
Delivery Date	As per request of Project Manager
Delivery Location	Nilgiri Heights pocharam Phone. .9849497484
Penality For Delay	Bills must be submitted to H.O. within 30days of supply of material. 10% plty on value of order will be deducted for delay in submission of bills.
Transportation	Included in the above price.
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right items not confirming to qlty & specs. Breakage in your account. Above order for Stair case 1, 2 in block A-Lower & upper Basement 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 deli vary /DC can be sent by email.

For ***Modi Realty Pocharam LLP***

Authorised Signatory

Name : ____________

Name : ____________

Accepted the above Terms And Conditions

For ***Sri Sai Vishal Enterprises***

Date : __/__/____

Requisition Form - Cement Blocks

Company		Modi Reality Pocharam LLP	Site & Phase	Niligiri Heights	
Req. no.		181991	Req. Date	01-06-2022	
Material required before		03-06-2022	ID no.	76933	
Prepared by:		Vijay Raj	Approved by (sign):		
Flat / Block no:		For Staircase - 1,2 in Block - A - Lower and Upper Basement			

APPROVED
07 JUN 2022
PURCHASE

S No.	Falt / villa type	Units	No. of flats / villas	Requirement per flat / villa - 6" Cement blocks (16"x8"x6")	Requirement per flat / villa - 4" Cement blocks (16"x8"x4")	Qty required - 6" Cement blocks (16"x8"x6")	Qty required - 4" Cement blocks (16"x8"x4")
1	Type E - 3BHK - 1,200 sft	Nos	-	-	-	-	-
2	Type G - 3BHK - 1,200 sft	Nos	-	-	-	-	-
3	Type F - 2BHK - 1130 Sft	Nos	-			-	-
4	Type D (a) - 3BHK - 1625 Sft	Nos	-	-	-	-	-
5	Type D (b) - 3BHK - 1625 Sft	Nos	-	-	-	-	-
6	CA Works	Nos	1.0	1,100.0	-	1,100.0	-
	Total					1,100.0	-

88855

S No.	Item Description	Units	Qty required	Stock at site	Balance Qty to be ordered
1	6" Cement blocks (16"x8"x6")	Nos	1,100.0	-	1,100.0
2	4" Cement blocks (16"x8"x4")	Nos	-	-	-
	Total				

Note: 10% of blocks must be half size

Internal memo no. 903/35/A

Annexure -D

Cement Blocks – Weekly Delivery Report

Company/ firm:	MRP LLP	Requisition nos.:	181991	Total PO quantity:	1100
Project:	NGH	PO No.	88855	Quantity delivered in earlier period:	0
Block /Flat / Villa no.:	Block A	Total material delivered	No	Quantity delivered during week:	1050
Supplier:	Sri sai vishal enterprises	Close PO:	Yes	Balance quantity to be delivered:	Not Required
Sign of security	Gom hon	Sign of Admin		Sign of Project manager	
Date	08.06.2022	Date	08.06.2022	Date	08.06.2022

Details of solid blocks – delivered in earlier period.

S No	Date	Time	Block Size & type	Quantity delivered	DC No.	Inward no.	MRN No.
1.							
2.							
3.							
	Total:						

Details of solid blocks – delivered during the week.

S No	Date	Time	Block Size & type	Quantity delivered	DC No.	Inward no.	MRN No.
1	04.06.2022	09:30 am	6X8X16	350	037	11334	108101
2	06.06.2022	11:51 am	6X8X16	350	038	11346	108171
3	07.06.2022	11:07 am	6X8X16	350	039	11363	108190
	Total:			1050			

Remarks: Close the PO.

Note: 1. Report to be emailed to purchase@modiproperties.com and report-audit@modiproperties.com every Saturday. 2. Maintain original along with delivery challans along with photos at site. 3. Report must have totals calculated. 4. Specify block size and block type (solid / hollow). 5. Total quantity and delivered quantity includes all types of blocks. 6. One running report must be made per PO.