

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 10/8/22		Prepared by: Prabhakar		Serial no.	7080
Supplier name: Elegant Enterprises		Project: GMR		HO inward no.	
Firm/Company: MRMLLP		PO/WO date: 2/8/22		HO received date	
PO/WO No.:		90670		Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	EE 2223-0186	2/8/22	3,002-00	☒ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges): 3,002-00

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

MRN nos.: 110356	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: 3,002-00

Amount E – PO / WO value: 3,001-00

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: 15/8

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 weightment 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.

2805

2003
11/10
11/10
11/10
11/10



Purchase Order

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03-08-2022 12:33:09 PM

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



90670

29.07.22 12:09:35

Supplier Details

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

GSTIN 36AJBPK0412E1ZY

66385358

9985113450/9885073880

Doc No	90670	193554
Doc Date	02-08-2022	
Quote No	NIL	
Quote Date	01-08-2022	
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 4561 - Electrical - other - Exhaust fan - other - nos crompton 150mm	2.00	1,272.00	0.00	18.00	3,001.92
Total Order Value . . .					3,001.92
Rupees : Three Thousand One and Paise Ninty Two Only.					

Terms and Conditions :-

Specification /	All items shall be of 'CG' brand, Seawind model
Payment Terms	After Delivery & Production of bill.
Tax	All taxes included in above price.
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	Transport cost shall be borne by us.
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right items not confirming to qty & specs. Above order for site use purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For **Modi Reality Mallapur LLP**

Authorised Signatory

Name : _____

Accepted the above Terms And Conditions

For **Elegant Enterprises**

Name : _____

Date : __/__/__

Requisition Form

Company Name:	MRMLLP	Date:	01.08.22
Site & Phase :	GMR	Time:	05:28
Supplier		Req. No.	193554
Material required before date:	Urgent	ID No.	78545

No	Description	Size	Quantity	Units	Inward No	Date
1.	Exhaust fan	6"	1	No's		
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						

90670

APPROVED
05 AUG 2022
MINISH PARIKH
MANAGER PROCUREMENT

Remarks: For site purpose at GMR site .

Prepared By	A.Janaki	Approved by	Ram Prasad
Sign. & Date	01.08.22	Sign. & Date	

Note:

APPROVED BY
01 AUG 2022
[Signature]