PURCHASE DIVISION
Advice for approval for credit to supplier

(8)

Date:	23/8/22	Prepared by	Manoj	Serial no.	7347
Supplier name	ARN UPVC Window & DOORS			HO inward no.	
Firm/Company	MPPL	Project	MPL	HO received date	
PO/WO date	2/11/21	PO/WO No.	82206	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	021	15/3/22	118,944/-	□ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	118,944/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report ☑ Installation report	
MRN nos.: Installion 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:	118,944/-
Amount E – PO / WO value:	475,776/-
Amount F – Difference (A – E):	356,832
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	29/8/22
Remarks: part Bill	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Manoj	Venkatesh			
Sign:	Manoj				
Date	23/8/22				
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

APPROVED
24 AUG 2022
P. VENKATESHWARLU
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.

GSTIN No. : 36BNJPC2335M1ZY

TAX INVOICE

Orginal for Recepient
Duplicate for Supplier/Transporter
Triplecate for Supplier

ARN UPVC WINDOWS AND DOORS

Plot No. 44, Surya Nagar, Beside Govt. Hospital, Mallapur, Hyderabad. Mob : 9700057664

20 flats Po

INV. NO: 021 INVOICE DATE : 15-03-2022

TRANSPORTATION NAME :
VEHICLE NO.: L/R No.
DATE & TIME OF SUPPLY :
PLACE PF SUPPLY : Mayflower Dahlia

DETAILS OF RECEIVER (BILLED TO)

M/S- Modi properties Pvt Ltd.
5-4-187/3&4, II floor, M.G Road
Sec-bad - 500003

STATE CODE: GSTIN NO. 36AABCM4761E1ZM

DETAILS OF CONSIGNEE (SHIPPED TO)

P.O NO :- 82206

STATE CODE: GSTIN NO.

S. NO.	HSN CODE	DESCRIPTION	QUANTITY	RATE	AMOUNT Rs. Ps.
1)	39252000	UPVC french window 8'x7' - 5NO flat no :- C-404, C-304, C-405, C-505, C-503	5NOS	20,160/-	1,00,800=00
			TOTAL BEFORE TAX		1,00,800=00
			ADD : CGST	9%	9,072=00
			ADD : SGST	9%	9,072=00
			ADD : IGST		
			TAX AMOUNT GST		
			GRAND TOTAL		1,18,944=00

SUMMIT SALES LLP
IN WARD
No. 92286
Date: 15/3
Sign:
R.R. DIST.

BANK DETAILS : STATE BANK OF INDIA, MOULALI BRANCH
ARN UPVC WINDOWS AND DOORS
A/C. No. 39583763458 IFSC Code : SBIN0020096

Rupees in Words..

- Once goods sold will not be taken back
- Interest @24% p.a. will be charged if payment is not made within 15 days from the date of the Bill.
- Subject to Secundarabad Juridiction only.
- Our Responsibility Ceases sooner the goods leave our premises

E.&O.E

For **ARN UPVC WINDOWS AND DOORS**

Authorised Signature

Receiver Stamp & Signature....................................

Purchase Order

 02-11-2021 11:27:24 Original / Office Copy / Purchase Div.Copy

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			
ARN UPVC Windows and Doors Plot no. 44, Surya Nagar, Beside Govt. Hospital, Mallapur, Hyderabad - 500040 **GSTIN** 36BNJPC2335M1ZY 9700057664	**Doc No**	82206	178122
	Doc Date	02-11-2021	
	Quote No	Nil	
	Quote Date	03-04-2021	
	SupplyType	Supply And Installation	

Kind Attn : Mr. Rohith Kumar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	2292 - Carpentry -glass - Glass French Window - Other - Nos *2.5 track with mesh - 8' x 7' x 6mm thick*	20.00	20,160.00	0.00	18.00	475,776.00
					Total Order Value . . .	**475,776.00**

Rupees : Four Lakh(s) Seventy Five Thousand Seven Hundred Seventy Six Only.

Terms and Conditions :-

Specification / Brand	As per details given in the quotation dt. 21/01/2021.
Payment Terms	10% as advance & balance on delivery of materials and receipt of invoice. Advance paid to be proportionately deducted.
Tax	All taxes included in above price.
Delivery Date	Within 7days.
Delivery Location	May Flower Platinum Sy 82/1, Mallapur, Nacharam. Phone. 7680971999
Penality For Delay	Bills must be submitted to H.O. within 30days of completion of work. 10% plty on value of order will be deducted for delay in submission of bills.
Transportation Cost	Included in the above price.
Warranty	1 year on workmanship.
Advance Paid	Rs. 47,578/- to be pay vide cheque no. , dtd.
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for B & C block 20flats purpose.
Completion Date	Work to be completed within 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	Prices shall remain fixed(Subject to change in GST) for a period of 12 months.

Bill not received, Bill no - 021
Sgeetha 30/3/2022

Books of accounts verified and no bills wrt this PO were received by accounts
Name: Sangeetha
Sign: Sgeetha
Date: 30/3/22

For *Modi Properties Pvt.Ltd.*
Authorised Signatory

Accepted the above Terms And Conditions
For *ARN UPVC Windows and Doors*

Name : ____________ Name : ____________ Date : __/__/____

Contact - -

Requisition Form - UPVC Windows (Luxury/Deluxe Flats)

Company	MPPL	Site & Phase	May Flower Platinum
Req. no.	178122	Req. Date	26.10.2021
Material required before	29.10.2021	ID no.	
Prepared by:	B.Nandini	Approved by (sign):	
Flat / Block no:	B-302,B-402,B-403,B-404,B-503,B-504,C-101,C-103,C-104,C-105,C-301,C-304,C-401,C-402,C-404,C-405,C-501,C-502,C-503,C-505		
Supplier :			
Type I 1500 Sft 3BHK Order Value:	6 Flats		
Type II 1500 Sft 3BHK Order Value:	5 Flats		
Type III 1800 Sft 3BHK Order Value:	7 Flats		
Type IV 2140 Sft 4BHK Order Value:	2 Flats		

S No.	Item Description	Units	Type I 1500 Sft 3BHK Orde flat	Type II 1500 Sft 3BHK Orde flatrequirement	Type III 1800 Sft 3BHK requirement	Type IV 2140 Sft 4BHK Order Value:	Quantity required	Qty Available at site	Balance Qty to be ordered	Quantity in sft	Inward No	Date
1	Sliding Window 6'x4'-2.5 track	nos	5	-	7	6	18	-	18	432.0		
2	Sliding Window 6'x4'-2 track	nos	1	-	-	-	1	-	1	24.0		
3	Sliding Window 5'x4'-2.5 track	nos	18	20	28	6	72	-	72	1,440.0		
4	Sliding Window 5'x4'- 2 track	nos	-	-	-	-	-	-	-	-		
5	Sliding Window 4'x3'-2.5 track	nos	5	10	10	2	27	-	27	324.0		
6	Sliding Window 4'x3'-2 track	nos	1	-	2	-	-	-	-	-		
7	Sliding Window 5'x3'- 2.5 track	nos	-	-	-	-	-	-	-	-		
8	Sliding Window 5'x3'- 2 track	nos	-	-	-	-	-	-	-	-		
9	Sliding Window 3'x4'- 2.5 track	nos	-	-	10	-	10	-	10	120.0		
10	Sliding Window 4'x4'- 2 track	nos	-	-	-	-	-	-	-	-		
11	Sliding Window 4'x4'- 2.5 track	nos	-	-	-	-	-	-	-	-		
12	Sliding Window 3'x4'- 2 track	nos	-	-	-	-	-	-	-	-		
13	Openable Window 2' x 4'	nos	12	-	4	-	16	-	16	128.0		
14	Top Hung Openable Window 2' x 2'	nos	4	-	-	-	4	-	4	16.0		
15	Top Hung Openable Window 3' x 2'	nos	8	10	21	6	45	-	45	270.0		
16	French Window 8' x 7' - 2.5 track	nos	6	5	7	2	20	-	20	1,120.0		
17	French Window 6' x 7' - 2.5 track	nos	-	-	-	-	-	-	-	-		
	Total		60	45	89	22	213	-	213	3,874.0		

Internal memo no. 903/35/A
Annexure -A
INSTALLATION REPORT

Company/ firm:	Modi Properties Pvt Ltd	Requisition nos.:	178122.
Project:	MPL.	PO no.:	82206.
Supplier:	ARN UPVC Windows & Doors.	Material type:	Glass French window.

Details of installation:

Sl. No.	Date of installation	Unit no.	Material details	Size	Qty
1.	16/3/22	C-404	Glass French Window	8'x7'	08 No's.
2.		C-304			
3.		C-405			
4.		C-505			
5.		C-503.			
6.		C-501			
7.		C-402			
8.		C-301			
9.					
10.					
11.					
12.					
13.					
14.					
15.					
				Total:	08 No's

Remarks: work Completed in 8 flats.

Approved by	Project manager	Security	Admin (Audit)
	[signature]	[signature]	[signature]

Note: 1. Report to be sent on completion of work. 2. For partial completion report must be sent once a month. 3. This report is required for installation of windows, french windows, balcony/ staircase railing, fire doors and such materials where PO for material + labour is issued. Exclude false ceiling, painting, water proofing where 'Advice for giving credit to contractor/supplier form' is being set to E&D. 4. One or more reports can be made per PO. Avoid multiple POs in one report. 5. Provide report on defaults, poor quality, missing items, etc. 6. Reports to be sent to purchase@modiproperties.com regularly. However, report must be provided within one working day of request from purchase. 7. Maintain signed original at site.