PURCHASE DIVISION
Advice for approval for credit to supplier (3)

Date:	15/09/22	Prepared by	Vanajarshi	Serial no.	
Supplier name	Leela steel Railing & furniture			HO inward no.	
Firm/Company	mlmfrcup	Project	GHT	HO received date	
PO/WO date	2/09/22	PO/WO No.	89615	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	085	2/7/22	168,740/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	168,470/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report ☑ Installation report	

MRN nos.:	Installation Report attached.	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:	168,740/-
Amount E – PO / WO value:	168,740/-
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	26/09/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Vanajarshi	APPROVED			
Sign:	Vanaja	16 SEP 2022			
Date	16/09/22	MINISH PARIKH MANAGER PROCUREMENT			
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.

TAX INVOICE

Cell : 8125765219, 7075802950

M/s. LEELA STEEL RAILING & FURNITURE

Mfg: All Kinds of Stainless steel, Railings steel Furniture, Kitchen Trolleys 202,304 & All Interior, Decorative Items

Main Office : 1-2-3-5/1, Indiranagar Colony, Venkateshwara Temple Road, Beside Kattalamandi, Uppal, Hyderabad.
Branch Office : Ramppally Chowrasta, Ghatkesar Road, Hyderabad.

Buyer : M/s.: METHA MODI Realty KOWKUR LLP. SECUNDERABad GST No. : 36ABLFM7631F1Z3	Invoice No. 085	Date : 02-7-2022
	Delivery Note :	Made of Payment :
	Buyers Order No. : 89615	Date : 01-09-2022
	Despatched Through:	Destination :

Sl. No.	Description of Goods	HSN Code	Qty	Rate	Amount Rs. Ps.
1	2505 - Glass Balcony Railing. 10mm thik Glass	7306	130	1100	143,000

SUMMIT SALES LLP
INWARD
No: 98945
Date: 14/9
Sign:
R.R. DIST.

GST No. : 36CRBPB0826R1ZO	Gross Value	143,000/-
Rupees in words: ONE lakh sixty eight thousand seven hundred Forty only	Add CGST 9 %	12870/-
	Add SGST 9 %	12870/-
	Add IGST %	
	GRAND TOTAL	168,740/-

Terms & Conditions

1. Our risk and responsibilty ceases on delivery of goods and we are not respondible for damages, shortages or theft in transist.
2. 27% Intrest will be charged on bills remaining unpaid after due date
3. Payments within....................days.

For LEELA STEEL RAILING & FURNITURE

Proprietor

Purchase Order

 02-07-2022 11:10:51 AM

Copy

89615
29.06.22 2:18:55

From Company : **Mehta & Modi Realty Kowkur LLP**
5-4-187/3&4, II nd floor, MG Road, Soham Mansion, Secunderab
G S T No. : 36ABLFM7631F1Z3

Supplier Details			
Mr. Mohan Ram	**Doc No**	89615	142025
H.no. 1-5-42/1, Indra Nagar, Venkateshwara Temple, Secunderabad - 03.	**Doc Date**	02-07-2022	
	Quote No	NIL	
	Quote Date	06-04-2022	
8125765219	**SupplyType**	Supply	

Kind Attn : Mr. Mohan Ram

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST%	Amount
1	2505 - Carpentry -glass - Glass Balcony Railing - Other - Rft *900Hmm 10mm Tough end glass*	130.00	1,100.00	0.00	18.00	168,740.00
				Total Order Value . . .		**168,740.00**

Rupees : One Lakh(s) Sixty Eight Thousand Seven Hundred Fourty Only.

Terms and Conditions :-

Specification / Brand	Quality & Specifications of works shall be as per given in the quotation. SS Pipe - Jindal make & Glass - Saint Gobain/Modi Guard.Prices shall remain fixed(Subject to change in GST) for a period of 6months.
Payment Terms	50% as advance & balance 50% after delivery of all materials & completion of the work.
Tax	All taxes included in above price.
Delivery Date	Within 2days.
Delivery Location	Greenwood Heights Sy no: 196, Kowkur. Phone. 040-66335551
Penality For Delay	Bill 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 bill.
Transportation Cost	Included in the above price.
Warranty	5years replacement guarantee on all hardware installed. Hardware material should be branded.
Advance Paid	Rs. 84,370/- to be pay vide cheque no. dt.11/07/2022.
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Breakage if any in your a/c. Above order for B-Block 307,308,309,407,408,608,509,610,110 &111 sit out railing purpose. Fttg charges including in above price.
Completion Date	Work shall be completed in 2days. Penalty of 5% of order value per week shall be levied for delay.
Measurment	Payment will be made as per actual measurement of material received at site.
Security	Supplier shall be responsible for security and storage of material at site.
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 MDs APPROVAL
☐ High Value/quantity beyond limits.
☑ Pc/Req. processed-post approval.
☐ Approval for technical details/clarification.
☐ Replenishing SSLLP stock
☐ Other

APPROVED BY
07 JUL 2022
SOHAM MODI
MANAGING DIRECTOR

For *Mehta & Modi Realty Kowkur LLP*

Authorised Signatory

02/07/22

Name : ________________

Contact ...

Accepted the above Terms And Conditions

For *Mr. Mohan Ram*

Name : ________________

Date : __/__/____

INSTALLATION REPORT

Company/ firm:	MMRK - LLP	Requisition nos.:	142025
Project:	GHT	PO no.:	89615
Supplier:	mohanRam	Material type:	Glass railing

Details of installation:

Sl. No.	Date of installation	Unit no.	Material details	Size	Qty
1.	08/09/2022	10	Glass Railing with SS frame	3'.0x12'.0	130.08
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					130.08
				Total:	130.08

Remarks: Work Completed

FLATNO ; 307, 308, 309, 407, 408, 608, 509, 610, 711 & 712

Approved by	Project manager	Security	Admin (Audit)
	[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 provided regularly. However, must be provided within one working day of request from purchase.

0 9 SEP 2022

A. SURESH
PROJECT MANAGER

88128

Requisition Form						
Company Name:	MEHTA & MODI REALTY KOWKUR LLP	Date:	30-06-2022			
Site & Phase :	GHT	Time:	10,00AM			
Supplier:	Mohan ram	Req. No.	142025			
Material required before	05-07-2022	ID No.	77638			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	STEL3945-Steel-Glass Balcony Railing-Stainless steel--900Hmm-Rft	130		130		
2						
3						
4	PO 89615					
5						
6						
7						
8						
9						
10						
Remarks:	B Block 307,308,309,407,408 & 608,509&610&108&111 sit out railing purpose					
	Engineer	Project Manager		Purchase		MD
Prepared By:	ASMA					
Approved By:	A SURESH					
Sign & Date:	30-06-2022					

APPROVED BY
07 JUL 2022
SOHAM MODI
MANAGING DIRECTOR

APPROVED
02 JUL 2022
MINISH PARIKH
MANAGER PROCUREMENT