

PURCHASE DIVISION
Advice for approval for credit to supplier



Date:	15/09/22	Prepared by	C. Ahemane	Serial no.	8282
Supplier name	M/s. Leela Steel Railing & Furniture			HO inward no.	
Firm/Company	MMRKLLP	Project	GHT	HO received date	
PO/WO date	06/04/22	PO/WO No.	87097	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	069	24/05/22	101,244	☐ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	101,244/-
Proof of delivery by way of: ☒ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☒ Installation report	
MRN nos.: Installation 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:	101,244/-
Amount E – PO / WO value:	101,244
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	19/09/22
Remarks:	Final bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Chand Mc hanna				
Sign:	C. Ahemane				
Date	15/09/22				
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

APPROVED

16 SEP 2022

MINISH PARIKH
MANAGER PROCUREMENT

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.

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.: <u>MENTA MODI PROPERTY</u> <u>K.O. WAKUR. LLP</u> <u>M.G. ROAD. SECUNDERABAD</u> GST No. : <u>36ABLM763F1Z3</u>	Invoice No. 069	Date : <u>24 MAY 2022</u>
	Delivery Note :	Made of Payment :
	Buyers Order No. <u>87097</u> <u>141349</u>	Date : <u>26 MAY 2022</u>
	Despatched Through:	Destination :

Sl. No.	Description of Goods	HSN Code	Qty	Rate	Amount Rs. Ps.
①	Glass BA/CONY RAILING. 10 mm THICK GLASS	7306	78	1100	85,800/-



GST No. : 36CRBPB0826R1ZO	Gross Value	85 800/-
Rupees in words: <u>ONE LACKS ONE</u>	Add CGST %	7722
<u>THROUGHT T.W. HAN. DRILLER. FOR</u>	Add SGST %	7722
<u>FOR ROPE 1/-</u>	Add IGST %	
Terms & Conditions	GRAND TOTAL	101,244/-
1. Our risk and responsibility ceases on delivery of goods and we are not responsible for damages, shortages or theft in transit.	For LEELA STEEL RAILING & FURNITURE  Proprietor	
2. 27% Intrest will be charged on bills remaining unpaid after due date		
3. Payments within.....days.		

Purchase Order



87097

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Pages: 02

06-04-2022 12:07:46 PM

From Company : **Mehta & Modi Realty Kowkur LLP**

5-4-187/3&4, II nd floor, MG Road, Soham Mansion, Secunderabad-500003

G S T No. : 36ABLFM7631F1Z3

Supplier Details

Mr. Mohan Ram

H.no. 1-5-42/1, Indra Nagar, Venkateshwara Temple, Secunderabad - 03.

8125765219

Doc No 87097 141349

Doc Date 06-04-2022

Quote No NIL

Quote Date 06-04-2022

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 13X2.10"-6Nos	78.00	1,100.00	0.00	18.00	101,244.00
Total Order Value . . .					101,244.00

Rupees : One Lakh(s) One Thousand Two Hundred Fourty Four 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.Contact Person Mr Suresh-9502232100 Sy no: 196, Kowkur. Phone: 040-66335551
Penalty For Delay	Bill must be submitted to H.O. within 30days of completion of work. 10% pty 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. 50,622/- to be pay vide cheque no. dt.11/04/2022.
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 flat no. B-106,109,411,611,711&712 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.
Measurement	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.☒ Po/Req. processed-post approval.☒ Approval for technical details/clarification☐ Replenishing SLLP stock☐ Other**APPROVED BY****07 APR 2022****SOHAM MODI
MANAGING DIRECTOR**For **Mehta & Modi Realty Kowkur LLP**

Authorised Signatory

Name :

06/04/2022

Name :

Accepted the above Terms And Conditions

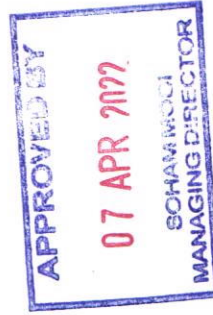
For **Mr. Mohan Ram**

Date : / /

Requisition Form - Glass Balcony railing											
Company	MMR Kowkur lp	Site & Phase		GHT							
Req. no.	141349	Req. Date	2022-04-05								
Material required before	2022-04-10	ID no.	75301								
Prepared by:	A Suresh	Approved by (sign):									
Flat / Block no:	B 106, 109 & 411 & 611 & 711 & 712										
Name of the supplier	Mohan Ram										
Type B2 1715 Sft 3BHK Order Value:	6.0										
Type B 1250ft 2BHK Order Value:											
S No.	Item Description	Units	Qty required for Type 1715 Sft 3BHK flat	Qty required for Type 1230 Sft 2BHK flat	Qty required for Type 1715 Sft 3BHK flat	Qty required for Type 1230 Sft 2BHK flat	Quantity required	Qty Available at site	Balance Qty to be ordered	Quantity in Rft	Inward No
	Glass railing (13' 0 x 2' 10") X 1 no	Sft	13		13		6			78.0	
	Total									78.0	
Note : Please issue the work order											

1100/- Rft
+18%.

10/8/21



INSTALLATION REPORT

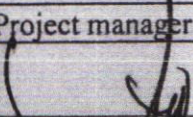
Company/ firm:	MMRK - LLP	Requisition nos.:	141349
Project:	GHT	PO no.:	87097
Supplier:	Mr. Mohan Ram	Material type:	Glass Balcony Railing

Details of installation:

Sl. No.	Date of installation	Unit no.	Material details	Size	Qty
1.	20-08-22	6	Glass Balcony Railing	13'x2'	78
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					

Total: 78.

Remarks: B-Block Flat no 106, 109, 411, 611, 711 & 712 Railing work completed.

Approved by	Project manager	Security	Admin (Audit)
			

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.