NOC

(E)

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	19/9/22	Prepared by	Manoj	Serial no.	
Supplier name	Hyderabad Commercial Kitchen			HO inward no.	
Firm/Company	MPPL	Project	MPL	HO received date	
PO/WO date	14/5/22	PO/WO No.	88294	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	050/2022-23	30/6/22	77,526/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	77,526/-
Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: 109123	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:	77,526/-
Amount E – PO / WO value:	77,526/-
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	26/9/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Manoj				
Sign:	Manoj				
Date	19/9/22				
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.

Form for closure of purchase order

Data required from site/engineers:

PO no	88294	PO date:	14/5/22	Req no.:	178469	Advice Scan ID	
MRN nos related to PO							

☐	Part material received
☑	Full material received
☐	Material not received.
☐	Close PO – Balance material will be re-ordered by new requisition.
☐	Cancel PO. Material not required.
☐	Cancel PO. Material will be re-ordered by new requisition.
☐	Keep PO open. Material required.
☐	Keep PO open. Work under progress.
Remarks by engineer:	

Notes: 1. Provide details of material received by way of separate attachment. 2. Provide hardcopy of DCs/proof of delivery + PO. 3. Provide copies of invoices if available. 4. This entire set to be sent by way of hard copy to Ashaiya.

Prepared by	Sign	Date	Project manager	Sign	Date
N Divya		19/9/22			19/9/22

Data required from accounts:

☐	Checked with E&D for receipt of bills.		
☐	Bills not received against this PO.		
☐	Part bill received against this PO.	Bill nos.	
☐	All bills received against this PO.		
☐	Advance paid against this PO.	Amount paid	
Remarks by Accountants:			

Notes: 1. Pos issued for false ceiling and such works may have been processed by E&D. Check before filling the above.

Prepared by	Sign	Date	Accounts manager (approval required for PO more than 10k)	Sign	Date

Advice by MD - action to be taken by purchase:

☐	Get certified bill from supplier (not original).		
☐	Prepare bill in SSLLP for material supplied.		
☐	Get proof of delivery from site.		
☐	Barcoded PO missing – get certified copy from Accounts.		
☐	Thereafter, prepare advice to credit to supplier and send to HO for processing.		
☐	Close PO	☐	Keep PO open. Material awaited
☐	Send barcoded PO to MDs desk. PO to be closed thereafter.		
☐	Accounts to be reconciled with supplier. Suppliers ledger required from 1.4.2021.		
☐	Accounts to be reconciled with supplier. Suppliers ledger required from 1.4.2020.		
☐	RMC supplier – suppliers ledger required from 1.4.2020. Process bill after thoroughly checking both the ledgers and all pour reports. Pour reports from day one to be thoroughly checked with Pos/Bills. Thereafter, prepare advice to credit to supplier and send to HO for processing. Close all open POs.		
☐	E&D to check receipt of bill and enter comments below.		
☐	Details of material supplied and balance material to be supplied is required.		
Remarks			

Prepared by	Sign	Date

Form for closure of purchase order dt 21-3-22 ver4

Purchase Order

 19/09/2022 16:43:47 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

Hyderabad Commercial Kitchen Equipment Manufacture
7-1-276/A/6/B/A, Maruti Tower,Near: Balkampet Yellamma Temple, Hyderabad- 500018

GSTIN 36AAIFH7072D1ZE
9849970555 9000072525

Doc No	88294	178469
Doc Date	14-05-2022	
Quote No	Nil	
Quote Date	14-05-2022	
SupplyType	Supply	

Kind Attn : Akbar Khan

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	5158 - Equipment - machinery - Pastry Display - NA - nos *900x648x1200, Cold type*	1.00	39,600.00	0.00	18.00	46,728.00
2	5159 - Equipment - machinery - Snacks Display - NA - nos *900x648x1200, Hot type*	1.00	26,100.00	0.00	18.00	30,798.00
			Total Order Value . . .			**77,526.00**

Rupees : Seventy Seven Thousand Five Hundred Twenty Six Only.

Terms and Conditions :-

Specification /	Brand will be ROCKWELL, Sixe as mentioned above
Payment Terms	100% advance payment
Tax	GST included in the above prices
Delivery Date	With in week
Delivery Location	May Flower Platinum Sy 82/1, Mallapur, Nacharam Phone. 7680971999
Penality For Delay	Nil
Transportation	Extra as per actuals
Warranty	One year
Advance Paid	Rs 77,526-00, by cheque/RTGS
Other Terms	We reserve the right to reject items not conforming to quality and specifications, Damage is in suppliers account above order is for Cafeteria 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 delivery/DC can be sent by email.'

For *Modi Properties Pvt.Ltd.*

Authorised Signatory

Name

Accepted the above Terms And Conditions

For *Hyderabad Commercial Kitchen Equipment*

Name : ______ Date : __/__/____

GSTIN : 36AAIFH7072D1ZE

Original Copy

TAX INVOICE

HYDERABAD COMMERCIAL KITCHEN EQUIPMENT MANUFACTURE

SH# 7-1-276/A/6/B/A,MARUTHI TOWER,
BALKAMPET,HYD-018.

(KITCHEN HUB)

Tel. : 9642370555/9849970555/9885593723 email : hydkitchen@gmail.com/hyderabadkitchen555@gmail.com

Invoice No. : 050/2022-23 Date of Invoice : 30-06-2022 Place of Supply : Telangana (36) Reverse Charge : N GR/RR No. : Transport : Vehicle No. :	Station : PO NO : 88294 / 178469 DESPATCH DOCT NO : DESPATCHED THROUGH : Vehicle (AP24TA7287) TERMS OF DELIVERY : MODE OF PAYT :
Billed to : MODI PROPERTIES PVT LTD. 187/3 & 4, IInd Floor, M.G.Road, nderabad - 500003. Cell : 7680971999. GSTIN / UIN : 36AABCM4761E1ZM	***Shipped to :*** MODI PROPERTIES PVT LTD. May Flower Platinum. SY 82/1, Mallapur, Nacharam Cell : 7680971999. GSTIN / UIN : 36AABCM4761E1ZM

S.N.	Description of Goods	HSN	Qty.	Unit	Price	Amount(`)
1.	SS PASTRY DISPLAY COUNTER SIZE : 900X648X1200	8418	1.00	Pcs.	39600.00	39,600.00
2.	SS SNACK DISPLAY COUNTER SIZE : 900X648X1200 MM	8418	1.00	Pcs.	26100.00	26,100.00
	Add : CGST		@	*9.00 %*		5,913.00
	Add : SGST		@	*9.00 %*		5,913.00
	Grand Total		**2.00**		₹	**77,526.00**

INWARD
Inward No: 19900 Dt: 30/6/22
MRN No: 109123 Dt: 2/7/22
Received By: Sign:
MODI PROPERTIES PVT LTD. Sy.No. 82/1.

Tax Rate	Taxable Amt.	CGST Amt.	SGST Amt.	Total Tax
18%	65,700.00	5,913.00	5,913.00	11,826.00

SUMMIT SALES LLP
IN WARD
No: 99194
Date: 19/9/24
Sign:
R.R. DIST.

Rupees Seventy Seven Thousand Five Hundred Twenty Six Only

Bank Details : DCB BANK - BRANCH : SR NAGAR
A/CNO: 07221900004398 IFSC CODE: DCBL0000072

Terms & Conditions

E.& O.E.

1. Goods once sold will not be taken back.
2. Interest @ 18% p.a. will be charged if the payment is not made with in the stipulated time.
3. Subject to 'Hyderabad' Jurisdiction only.

Receiver's Signature :

For HYDERABAD COMMERCIAL KITCHEN EQUIPMENT MANUFACTURE

Commercial Kitchen Equipment Manufacture ★ Hyderabad ★

Authorised Signatory

Purchase Order

 19-09-2022 14:29:57 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

Hyderabad Commercial Kitchen Equipment Manufacture
7-1-276/A/6/B/A, Maruti Tower,Near: Balkampet Yellamma Temple, Hyderabad- 500018

GSTIN 36AAIFH7072D1ZE

9849970555 9000072525

Doc No	88294	178469
Doc Date	14-05-2022	
Quote No	Nil	
Quote Date	14-05-2022	
SupplyType	Supply	

Kind Attn : Akbar Khan

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	5158 - Equipment - machinery - Pastry Display - NA - nos *900x648x1200. Cold type*	1.00	39,600.00	0.00	18.00	46,728.00
2	5159 - Equipment - machinery - Snacks Display - NA - nos *900x648x1200, Hot type*	1.00	26,100.00	0.00	18.00	30,798.00
					Total Order Value . . .	**77,526.00**

Rupees : Seventy Seven Thousand Five Hundred Twenty Six Only.

Terms and Conditions :-

Specification /	Brand will be ROCKWELL, Sixe as mentioned above
Payment Terms	100% advance payment
Tax	GST included in the above prices
Delivery Date	With in week
Delivery Location	May Flower Platinum Sy 82/1. Mallapur, Nacharam. Phone. 7680971999
Penality For Delay	Nil
Transportation	Extra as per actuals
Warranty	One year
Advance Paid	Rs. 77,526-00, by cheque/RTGS.......
Other Terms	We reserve the right to reject items not conforming to quality and specifications, Damage is in suppliers account above order is for Cafeteria 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 delivery/DC can be sent by email.'

Books of accounts verified and no bills wrt this PO were received by accounts
Name:
Sign:
Date: 21/9/22

For *Modi Properties Pvt.Ltd.*

Authorised Signatory

Accepted the above Terms And Conditions

For ***Hyderabad Commercial Kitchen Equipment***

Name : ______________ Name : ______________ Date : __/__/____

Requisition Form

Company Name:	Modi Properties Pvt Ltd	Date:	29.03.2022
Site & Phase :	May Flower Platinum	Time:	12:40
Supplier		Req.No.	178469
Material required before date:	05.04.2022	ID No.	

No	Description	Size	Quantity	Units	Inward No	Date
1	Chairs-Various colours-Nilkamal	NOVEELA-07	24	No's		
2	Tables-SS stand + granite top	3' X 3'	06	No's		
3	Bottle cooler	80 ltrs	01	No's		
4	Ice cream freezer-glass top	400 ltrs	01	No's		
5	Pastry display-cold type	STD	01	No's		
6	Snacks display-warm type	STD	01	No's		
7	Coffee machine	STD	01	No's		
8						
9						
10						
11						

Remarks: Towards Cafeteria materials purpose

Prepared By	R.Ashok	Approved by	S.V.Subba Reddy
Sign.& Date	29.03.2022	Sign. & Date	

Note: