PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	03/10/22	Prepared by	MINISH.	Serial no.	**9009**
Supplier name	M. Sudarshan.			HO inward no.	
Firm/Company	HRMLLP.	Project	GMR	HO received date	
PO/WO date	92139	PO/WO No.	20/09/22	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	200	26/09/22	28,981/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	28,981/-
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:	28,981/-
Amount E – PO / WO value:	28,981/-
Amount F – Difference (A – E):	-NIL-

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	10/10/22.
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

APPROVED
03 OCT 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 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 INVOCIE

Cell : 9849102251

M. SUDARSHAN

FABRICATION OF ALUMINIUM PARTITIONS, DOORS, WINDOWS & INTERIOR WORKS

D.No. 1348, Pioneer Bazar, Bollarum, Secunderabad - 500 010. T.S.
Email : sudarshan.maheshwaram@yahoo.com

GSTIN No. 36BBIPM8347N1ZW

Name : Modi Reality Mallapur LLP
5-4-187/3&4 II Floor M.G Road Sec-bad

GST No 36 AAEFM 1459 K1ZP

Bill No. 200 Date 26-9-2022

D.C No. 19 Date :

Order No. 92139 Date :

SI No	PARTICULARS	HSN CODE	FOR SIZE	QTY	FOR SFT	Amount Rs.	Ps.
	UPVC Windows						
1	4'-0 x 3'-0 4 Nos	3916		SFT 48-0	385=00	18480	00
2	4'-0 x 4'-0 1 No	"		16-0	380=00	6080	00
	F Block Perpus						

Rupees In Words : Twenty Eight thousand Nine hundred Eighty and Eighty Paisa Only

SUB TOTAL				24560	00
SGST	%	9		2210	40
CGST	%	9		2210	40
IGST	%				
GRAND TOTAL				28980	80

TERMS & CONDITIONS :

1. Goods once sold wiil not be taken back and No claim for shortage or damage will be entertained.
2. Cheque disgonour Rs. 500/- Extra
2. Our responsbility ceases no seener goods are handed over to the carring agency.
4. Subject to secunderabad Jurisdiction Only.

SUMMIT SALES LLP * R.R. DIST. *
IN WARD
No: 99563
Date: 28/9/22
Sign:

For M. SUDARSHAN

Sudhakar

Signature

Purchase Order

 21-09-2022 10:45:04 AM

92139
16.09.22 3:01:06

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

Supplier Details

Mr. M. Sudarshan
H.No. 1348, Pioneer Bazar, Bolarum, Secunderabad.

GSTIN 36BBIPM8347N1ZW

9849102251

Doc No	92139	193771
Doc Date	20-09-2022	
Quote No	Nil	
Quote Date	05-09-2022	
SupplyType	Supply And Installation	

Kind Attn : Mr. M. Sudarshan

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	221200 - WIND-Windows - UPVC-Sliding with mesh- - 1200WX900Hmm - Nos *4'x3'-04 Nos*	48.00	385.00	0.00	18.00	21,806.40
2	503800 - WIND-Windows - UPVC-Sliding with mesh- - 1200WX1200Hmm - Nos *4'X4'-01 No*	16.00	380.00	0.00	18.00	7,174.40
					Total Order Value . . .	**28,980.80**

Rupees : Twenty Eight Thousand Nine Hundred Eighty and Paise Eighty Only.

Terms and Conditions :-

Specification /	As per details given in the quotation dt. 09/03/2022.
Payment Terms	50% as advance & balance on delivery of materials and receipt of invoice.
Tax	All taxes included in above price.
Delivery Date	Within 25 days.
Delivery Location	Gulmohar Residency Survey No 19, Mallapur, Hyderabad. NExt to NFC Railway Over Bridge Phone. Contact: Security _______, Admin 9502211011
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	Included in the above price.
Warranty	1 year on workmanship.
Advance Paid	Rs.14490/-Cheque Dt---08/08/22.
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for F BLOCK UPVC windows purpose.
Completion Date	Work to be completed within 10 working days. 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	'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 Reality Mallapur LLP*

Authorised Signatory

Accepted the above Terms And Conditions

For *Mr. M. Sudarshan*

Name : ____________________ Name : ____________________ Date : __/__/____

90578

Requisition Form							
Company Name:	MRMLLP	Date:	05.09.2022				
Site & Phase :	Gulmohar Residency	Time:	12:00				
Flat/Block no:	F-Block flat no 304,305,402,403.						
Supplier:	M. Sudarshan.	Req No:	193771				
Material required before date:	urgent	ID No:	79809				
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date	
1	WIND2212-Windows-UPVC-Sliding with mesh--1200WX900HMM-Nos 4'x3'	4	0	4			
2	WIND5038-Windows-UPVC-Sliding with mesh--1200WX1200HMM-Nos 4'x4'	1	0	1			
3							
4	92189						
5							
6							
7							
8							
9							
10							
Remarks	Towards F-Block UPVC Windows						
	Engineer	Project Manager	Purchase		MD		
Prepared By	Gosika Rajesh	Ram Prasad					
Approved By			APPROVED 20 SEP 2022 MINISH PARIKH MANAGER PROCUREMENT				
Sign & Date		05 SEP 2022					

INSTALLATION REPORT

Company/ firm:	MRMLLP	Requisition nos.:	193771.
Project:	GMR	PO no.:	92139.
Supplier:	M. Sudarshan.	Material type:	UPVC.

Details of installation:

Sl. No.	Date of installation	Unit no.	Material details	Size	Qty
1.	24/09/22		UPVC Sliding with mesh.	4'x3'	04
2.	24/09/22		UPVC Sliding with mesh.	4'x4'	01
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					
				Total:	05

Remarks: Towards F-Block. Flat no: 303, 304, 305, 402, 403.
UPVC windows installation work done.

Approved by	Project manager	Security	Admin (Audit)
	APPROVED BY 26 SEP 2022	INWARD	

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 Reqs 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.

MRN No: 26/9/22

Received By