PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	18/10/22	Prepared by	Baskaran	Serial no.	9560
Supplier name	Sun Agency			HO inward no.	
Firm/Company	MRMLLP	Project	GMR.	HO received date	
PO/WO date	24/09/22	PO/WO No.	92291	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	285	24/9/22	2560-00	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	2560-00
Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	112285	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:	2560-00
Amount E – PO / WO value:	2560-00
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	24/10
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		Baskaran			
Sign:		[signature]			
Date		APPROVED 18 OCT 2022			
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 : 9912769501
9394753918

SUN AGENCY

PO No 90484

Authorised Wholesale Stockist : Dr. Fixit, Roff, Mykarment Consturction Chemicals

A Division of Pidilite Industries Ltd. (FEVICOL) Po-90484

H.No. 21-91, Shop No. 2, Street No. 10, Uttam Nagar, Malkajgiri,
Hyderabad - 500047. E-mail : sunagencyhyd@gmail.com, sunagencyhyd@yahoo.co.in

To, M/s. GST No. ~~36AAQ~~ 36AAEFM1459

Modi Reality Mallpur L.L.P

Sohan mani

No. 285
R1ZP

Date 24/9/22

SL No.	Description	HSN Code	Packing Kg/Lt.	Qty.	Rate	Amount
1	NITObond SBR	4002 1100	1 ltr	5	400.00	2000.00
	GSTNO 36AAEFM1459 R1ZP					
					9% SGST:	180.00
					9% CGST:	180.00
					IGST :	
	(Rupees Two Thousand five hundred sixty Rupees only)				TOTAL	2360.00
					Alochar	200.00
	GST NO. : 36AQCPM3317J1ZW					2560.00

INWARD
MODI REALTY MALLAPUR LLP
Ward No 9440 DL 24/09/2024
MRN No 112285 DL 30/9/2024
Received By Sign 24/

1. Goods once sold will not be taken back
2. Payment should be made as per the terms, otherwise interest@24% per annum will be charged
3. Subject to Hyderabad Jurisdiction

Bank Details :
ICICI Bank
Secunderabad Branch
A.C. No. : 004805011715
IFSC Code : ICIC0000048

SUMMIT SALES LLP R.R. DIST.
INWARD
No. 99885
Date 3/10/24
Sign

For **SUN AGENCY**

Authorised Signatory

Purchase Order

 24-09-2022 15:11:00

92291
16.09.22 3:01:07

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			
Sun Agency	**Doc No**	92291	193892
Shop no.2, H.no-21-91, Street no 10, Uttam Nagar, Malkajgiri, Secunderabad-500047	**Doc Date**	24-09-2022	
	Quote No	nil	
GSTIN 36AQCPM3317J1ZW	**Quote Date**	15-09-2022	
9394753918 9391787057	**SupplyType**	Supply	

Kind Attn : D.J.Kumar

Purchase Order for the Supply of following Items.

	Item Name	**Qty**	**Rate**	**Dis%**	**GST**	**Amount**
1	120500 - CHEM-Chemical - Nitobond EP Bonding agent--Fosroc - 1ltr - Nos	5.00	400.00	0.00	18.00	2,360.00
				Total Order Value . . .		**2,360.00**

Rupees : Two Thousand Three Hundred Sixty Only.

Terms and Conditions :-

Specification /	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	Next Working Day.
Delivery Location	Gulmohar Residency Survey No 19, Mallapur, Hyderabad. NExt to NFC Railway Over Bridge Phone. Contact: Security _______, Admin 9502211011
Penality For Delay	Nil
Transportation	Transport cost shall be borne by us.
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications.Above order for Club House & H-Block Joint purpose.
Completion Date	NA
Measurment	NA
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.'

Moni

For ***Modi Reality Mallapur LLP***

Authorised Signatory

Varun 27/09/22

Name : ______________

Accepted the above Terms And Conditions

For ***Sun Agency***

Name : ______________

Date : __/__/____

Requisition Form

Company Name:	MRMLLP						
Site & Phase :	GMR	Date:	21.09.22				
Unit No./Block No.	Clubhouse	Time:	16:00				
Supplier:		Req. No.	193892				
Material required before date:	URGENT	ID No.	79943				
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date	
1	CHEM1205-Chemical-Nitobond EP Bonding agent--Fosroc-1ltr-Nos 92291	5	0	5			
2	TOOL8901-Tools-Brush---100MM-Nos	5		5			
3							
4							
5							
6							
7							
8							
9							
10							
Remarks:	Towards clubhouse and H block Slab joint purpose at GMR site						
	Engineer	Project Manager	Purchase		MD		
Prepared By:	Nagendar	Ramprasad					
Approved By:							
Sign & Date:	Nagendar						

APPROVED
21 SEP 2022
M. RAMPRASAD (GMR)

APPROVED
27 SEP 2022
P. VENKATESHWARLU
MANAGER PURCHASE