

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 26/10/22		Prepared by: Asha Jyothi		Serial no. 9824	
Supplier name: Vidya Shankar. V				HO inward no.	
Firm/Company: MRM LLP		Project: GMR		HO received date	
PO/WO date: 24/12/21		PO/WO No. 83887		Scan ID.	
Sl no.	Bill no.	Bill date	Bill amount	Original attached	
1.	103	30/6/22	38,232/-	☒ Yes ☐ No	
2.				☐ Yes ☐ No	
3.				☐ Yes ☐ No	
4.					
Amount A-Bills total (Excluding Transport & Hamali Charges):				38,232	
MRN nos.:		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:				38,232/-	
Amount E – PO / WO value:				38,232/-	
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		31/10/22			
Remarks: Final bill					
Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Asha Jyothi	P. S. Sankar			
Sign:					
Date		26 OCT 2022			
Approval limit	Upto 20k	Above 20k Sr. MANAGER	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.

INSTALLATION REPORT

Company/ firm:	M R M L L P	Requisition nos.:	192584
Project:	G M R	PO no.:	83887
Supplier:	Udya Sharper	Material type:	False ceiling

Details of installation:

Sl. No.	Date of installation	Unit no.	Material details	Size	Qty
1.	26-10-22	Sft	False ceiling	-	900
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					

Total: 900 /-

Remarks:	All work completed A-Block

Approved by	Project manager	Security	Admin (Audit)
	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>

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.

Received By: *[Signature]* 30/10/22

GSTIN: 36AEKPM

TAX INVOICE

Cell : 9246889529

VIDYA SHANKAR V.

36 AEKPR0495G122 INTERIORS

Plot No. 171, Shree Krishna Nagar Colony, Beside Venkata Sai Nagar,
Chengicherla, Boduppal, Hyderabad - 500 039, Telangana.

E-mail : vidyashankar3256@gmail.com

M/s. : Modi Reality Mallapur PvtLLPInvoice No. **103**Date 30/06/22

D.C. No. _____

Date _____

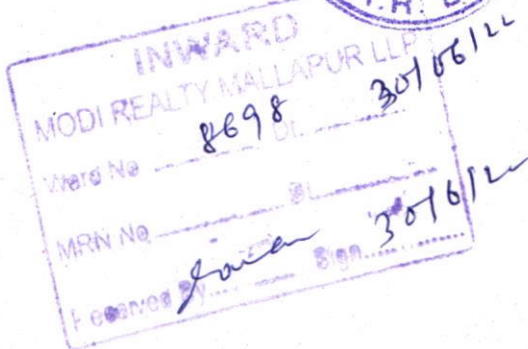
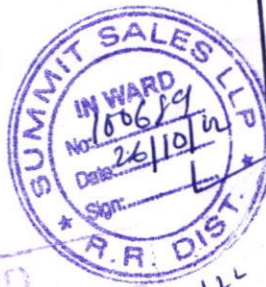
P.O. No. 83887

Date _____

Despatch Through _____

Party GSTIN: 36AAEFM1459 R1ZP

S. No.	DESCRIPTION	HSN Code	Qty	Rate	Amount Rs.	Ps.
1	A Block Flats 203 Design false ceiling work		SFA 900	36	32400	

Rupees In Words : Thirty eight ThousandTwo Hundred and Twenty twoonly

TOTAL	32400
SGST @ 9 %	2916
CGST @ 9 %	2916
IGST @ %	1
GRAND TOTAL	38232

For VIDYA SHANKAR V.

Vidya Shankar
Authorised Signature

Declaration :

1. Goods once sold will not be taken back.
2. Any Dispute is Subject to Hyderabad Jurisdiction only

Receiver's Signature

Purchase Order

Page(s) 1 Of 1

19-07-2022 12:09:07

Original / Office Copy / Purchase Div.Copy

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. V. Vidya Shankar
Plot no. 171, Krishna Nagar Colony, Chengi Cherla, Ghatkesar Mandal,

GSTIN 36AEKPV0495G1Z2

9246889529

Doc No	83887	192584
Doc Date	24-12-2021	
Quote No	Nil	
Quote Date	19-07-2021	
SupplyType	Supply And Installation	

Kind Attn : Mr. V. Vidya Shankar

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 6022 - Miscellaneous - False Ceiling - NA - sft Gypsum False Ceiling - Plain	900.00	36.00	0.00	18.00	38,232.00
Total Order Value . . .					38,232.00

Rupees : Thirty Eight Thousand Two Hundred Thirty Two Only.

Terms and Conditions :-

Specification / Above rate as per guideline cir.no.852(E) dtd. 19-07-2021 issued by our M.D. and accepted by contractor. Above rates are inclusive of all.

Payment Terms 50% advance at the time of PO, balance on completion of work.

Tax All taxes included in above price.

Delivery Date Within 4days.

Delivery Location Gulmohar Residency
Survey No 19, Mallapur, Hyderabad. NExt to NFC Railway Over Bridge
Phone. Contact: Security _____, Admin 9502211011

Penalty For Delay Bills must be submitted to H.O. within 30 days of completion of work. 10% pty on value of order will be deducted for delay in submission of bills.

Transportation Included in the above price.

Warranty One year on workmanship

Advance Paid Rs. 19,116/- to be pay vide cheque no. , dt.

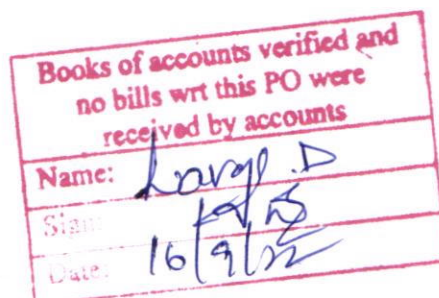
Other Terms We reserve the right to reject items not conforming to quality and specifications. Above order for model flat A block 207.

Completion Date Work to be completed in 4days. 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. V. Vidya Shankar**

Name : _____

Name : _____

Date : ____/____/____