PURCHASE DIVISION
Advice for approval for credit to supplier

| | | | | | |
|---|---|---|---|---|---|
| Date: | 8/11/22 | Prepared by | Deepa | Serial no. | 10207 |
| Supplier name | Sun Agency | | | HO inward no. | |
| Firm/Company | MRP Nhp | Project | NGH | HO received date | |
| PO/WO date | 3/11/22 | PO/WO No. | 93567 | Scan ID. | |

| Sl no. | Bill no. | Bill date | Bill amount | Original attached |
|---|---|---|---|---|
| 1. | 371 | 3/11/22 | 2,360/- | ☑ Yes □ No |
| 2. | | | | □ Yes □ No |
| 3. | | | | □ Yes □ No |
| 4. | | | | □ Yes □ No |

| | |
|---|---|
| Amount A – Bills total (Excluding Transport & Hamali Charges): | 2,360/- |
| Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report | |
| MRN nos.: 113411 | 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: | 2,360/- |
| Amount E – PO / WO value: | 2,360/- |
| 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 | 14/11/22 |
| Remarks: | |

| Approved by | Purchase Officer | Purchase Manager | M D | Accountant | Accounts Manager |
|---|---|---|---|---|---|
| Name: | Deepa | | | | |
| Sign: | [signature] | | | | |
| Date | 8/11/22 | | | | |
| 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.

Cell : 9912769501
9394753918

# TAX INVOICE

# SUN AGENCY

*Authorised Wholesale Stockist : Dr. Fixit, Roff, Mykarment Consturction Chemicals*
**A Division of Pidilite Industries Ltd. (FEVICOL)**
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. 36 ABIFM1836H1Z7
MODI REALTY POCHARAM LLP
Secunderabad Delivery pocharam

No. 371

Date 03.11.2022

| SL No. | Description | HSN Code | Packing Kg/Lt. | Qty. | Rate | Amount |
|---|---|---|---|---|---|---|
| 1. | ~~Tib~~ FOSROC SBR EP<br>P.O.NO. 93567/18228/ 03/11/22 | 4002 1100 | 01LT | 05 | 400 | 2000 |
| | | | | | 9% SGST: | 180 |
| | | | | | 9% CGST: | 180 |
| | | | | | IGST : | |
| (Rupees ..........) | | | | | TOTAL | 2360 |

INWARD
Inward No: 12043 Dt: 3/11/22
MRN No: 113411 Dt: 4/11/22
Received By: Bishnu Sign: [signature]
NILGIRI HEIGHTS

GST NO. : **36AQCPM3317J1ZW**

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

SUMMIT SALES LLP R.R. DIST.
IN WARD No: 10108 Date: 7/11/22 Sign:

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

For **SUN AGENCY**

Authorised Signatory

# Purchase Order

 03-11-2022 2:33:06 PM

93567
01.11.22 2:46:15

From Company : **Modi Realty Pocharam LLP**
5-4-183/3&4, II nd Floor, Soham Mansion, MG Road, Secunderabad-5000..
G S T No. : 36ABIFM1836H1Z7

| **Supplier Details** | | | |
|---|---|---|---|
| Sun Agency<br>Shop no.2, H.no-21-91, Street no 10, Uttam Nagar, Malkajgiri, Secunderabad-500047<br><br>**GSTIN** 36AQCPM3317J1ZW<br>9394753918 9391787057 | **Doc No** | 93567 | 182281 |
| | **Doc Date** | 03-11-2022 | |
| | **Quote No** | NIl | |
| | **Quote Date** | 31-10-2022 | |
| | **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** | Nilgiri Heights<br>pocharam<br>Phone. .9849497484 |
| **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 block A- slab- 7 slab Joints bonding 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.' |

For *Modi Realty Pocharam LLP*

Authorised Signatory

Accepted the above Terms And Conditions

For *Sun Agency*

Name : ____________________

Name : ____________________

Date : __/__/____

| Requisition Form | | | | | | |
|---|---|---|---|---|---|---|
| Company Name: | MRPLLP | Date: | 31-10-2022 | | | |
| Site & Phase : | NGH | Time: | 17.05 | | | |
| Unit No./Block No. | Block - A - Slab - 7 Joints purpose | | | | | |
| Supplier: | | Req. No. | 182281 | | | |
| Material required before date: | 02-11-2022 SBR → 600+18%. | ID No. | 81046 | | | |
| 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 93567 | 5 | 0 | 5 | Supplier → 1200+18%. | |
| 2 | CHEM5991-Chemical-Myk Arment -Epoxy--MYK-1Kg-Kgs — | 5 | 0 | 5 | | |
| 3 | | | | | | |
| 4 | | | | | | |
| 5 | | | | | | |
| 6 | | | | | | |
| 7 | | | | | | |
| 8 | | | | | | |
| 9 | | | | | | |
| 10 | | | | | | |
| Remarks: | Block - A - Slab - 7 Slab Joints Bonding purpose | | | | | |
| | | | | | | |
| | Engineer | Project Manager | | Purchase | | MD |
| Prepared By: | Vijay Raj | | | | | |
| Approved By: | | | | | | |
| Sign & Date: | 31-10-2022 | | | | | |

APPROVED
0 2 NOV 2022
P. VENKATESHWARLU
MANAGER PURCHASE