PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	8/11/22	Prepared by	Deepa	Serial no.	10208
Supplier name	Sun Agency			HO inward no.	
Firm/Company	MRPL LP	Project	NGH	HO received date	
PO/WO date	3/11/22	PO/WO No.	93562	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	370	3/11/22	23710/-	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):			23,710/-
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report			
		Proof of delivery matches MRN	☑ Yes ☐ No
MRN nos.:	113410		
Amount B –Other Credits : Transportation charges			–
Amount C –Other Debits :			–
Amount D (D=A+B-C) – Amount to be credited to the supplier:			23,710/-
Amount E – PO / WO value:			23,010/-
Amount F – Difference (A – E):			700/-
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:					
Date	8/11/22				
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

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09 NOV 2022
VENKATESHWARLU
MANAGER PURCHASE

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

SUN AGENCY

Cell : 9912769501
9394753918

SA

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. 36ABIFM1836H1Z7

MODI REALTY POCHARAM LLP
Secunderabad
Delivery pocharam

No. 370

Date : 03.11.2022

SL No.	Description	HSN Code	Packing Kg/Lt.	Qty.	Rate	Amount
1.	Tile adhesive T03 Roff	3824 5090	20kg	30	650	19,500
	P.O. NO. 93562/182273 03/11/2022					
					9% SGST:	1755
					9% CGST:	1755
					IGST :	
(Rupees Twenty Three thousand and tenaly)					TOTAL	23,010
GST NO. : 36AQCPM3317J1ZW				Auto	700	23,710

INWARD
Inward No: 12042 Dt: 3/11/22
MRN No: 113410 Dt: 4/11/22
Received By: Bishnu Sign:
NILGIRI HEIGHTS

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
IN WARD
No: 101081
Date: 7/11/22
Sign:
R.R. DIST.

9849497484

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

For **SUN AGENCY**

Authorised Signatory

Purchase Order

 03-11-2022 2:20:31 PM

93562
01.11.22 2:46:15

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

Supplier Details			
Sun Agency	**Doc No**	93562	182273
Shop no.2, H.no-21-91, Street no 10, Uttam Nagar, Malkajgiri, Secunderabad-500047	**Doc Date**	03-11-2022	
	Quote No	NIl	
GSTIN 36AQCPM3317J1ZW	**Quote Date**	31-10-2022	
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	660200 - CHEM-Chemical - Tiles Adhesive--Roff - 25Kgs - Bag	30.00	650.00	0.00	18.00	23,010.00
					Total Order Value . . .	**23,010.00**

Rupees : Twenty Three Thousand Ten 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 pocharam 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 granite laying , tiles laying 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

Name : ____________

Accepted the above Terms And Conditions

For *Sun Agency*

Name : ____________

Date : __/__/____

Requisition Form						
Company Name:	Modi Reality Pocharam LLP	Date:	31.10.22		.	
Site & Phase :	NGH	Time:	10:00			
Unit No./Block No.						
Supplier:		Req. No.	182273			
Material required before date:	URGENT	ID No.	81042			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	CHEM2022-Chemical-CC Bonding Agent--RBR Roff -5Ltrs-Ltrs	5	0	5		
2	CHEM6602-Chemical-Tiles Adhesive--Roff -25Kgs-Bag 650+18% 93562	30	0	30	} Sun Agency	
3 Ganesh	CHEM4746-Chemical-Araldite---450gms-Nos 93305 93561	20	0	20		
4	CHEM5153-Chemical-Jantha Paste-Epoxy--Bharat Polymers-400gms-Nos	15	0	15		
5	PAOX3520-Paints -Red Oxide--Asian-1Kg-bags	10	0	10		
6	PAOX7371-Paints -Blue Oxide--Asian-1Kg-bags	10	0	10		
7	PAOX9331-Paints -Black Oxide--Asian-1Kg -bags	10	0	10		
8			0	0		
9			0	0		
10			0	0		
Remarks:	FOR granite laying , tiles laying at site .			0		
	Engineer	Project Manager		Purchase		MD
Prepared By:	A.Sravani					
Approved By:	Vijay raj					
Sign & Date:						

APPROVED
02 NOV 2022
P. VENKATESHWARLU
MANAGER PURCHASE