

|                |                                                                                  |           |            |          |           |
|----------------|----------------------------------------------------------------------------------|-----------|------------|----------|-----------|
| Name:          | Deep                                                                             |           |            |          |           |
| Sign:          |  |           |            |          |           |
| Date           | 21/11/22                                                                         |           |            |          |           |
| 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.

PURCHASE DIVISION  
Advice for approval for credit to supplier

(K)

|               |  |                         |  |             |       |                  |       |
|---------------|--|-------------------------|--|-------------|-------|------------------|-------|
| Date:         |  | 21/11/22                |  | Prepared by | Deepa | Serial no.       | 10676 |
| Supplier name |  | Global safety solutions |  |             |       | HO inward no.    |       |
| Firm/Company  |  | MMPKHP                  |  | Project     | GHT   | HO received date |       |
| PO/WO date    |  | 11/11/22                |  | PO/WO No.   | 93431 | Scan ID.         |       |

| Sl no. | Bill no. | Bill date | Bill amount | Original attached                                                   |
|--------|----------|-----------|-------------|---------------------------------------------------------------------|
| 1.     | 2158     | 11/11/22  | 604/-       | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| 2.     |          |           |             | <input type="checkbox"/> Yes <input type="checkbox"/> No            |
| 3.     |          |           |             | <input type="checkbox"/> Yes <input type="checkbox"/> No            |
| 4.     |          |           |             | <input type="checkbox"/> Yes <input type="checkbox"/> No            |

|                                                                                                                                                                                                                                        |        |                                                                                                                                                                 |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Amount A – Bills total (Excluding Transport & Hamali Charges):                                                                                                                                                                         |        | 604/-                                                                                                                                                           |
| Proof of delivery by way of: <input type="checkbox"/> DCs/bill <input type="checkbox"/> Steel report <input type="checkbox"/> RMC pour report <input type="checkbox"/> Solid block report <input type="checkbox"/> Installation report |        |                                                                                                                                                                 |
| MRN nos.:                                                                                                                                                                                                                              | 112260 | Proof of delivery matches MRN <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No                                                               |
| Amount B – Other Credits : Transportation charges                                                                                                                                                                                      |        | -                                                                                                                                                               |
| Amount C – Other Debits :                                                                                                                                                                                                              |        | -                                                                                                                                                               |
| Amount D (D=A+B-C) – Amount to be credited to the supplier:                                                                                                                                                                            |        | 604/-                                                                                                                                                           |
| Amount E – PO / WO value:                                                                                                                                                                                                              |        | 604/-                                                                                                                                                           |
| Amount F – Difference (A – E):                                                                                                                                                                                                         |        | -                                                                                                                                                               |
| Quantity received as per PO / WO                                                                                                                                                                                                       |        | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> Excess received <input type="checkbox"/> Short received <input type="checkbox"/> Part received |
| Close PO / WO                                                                                                                                                                                                                          |        | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No – wait for balance material <input type="checkbox"/> Other                                  |
| Payment – due date                                                                                                                                                                                                                     |        | 28/11/22                                                                                                                                                        |
| Remarks:                                                                                                                                                                                                                               |        |                                                                                                                                                                 |
|                                                                                                                                                                                                                                        |        |                                                                                                                                                                 |

|             |                  |                  |    |            |                  |
|-------------|------------------|------------------|----|------------|------------------|
| Approved by | Purchase Officer | Purchase Manager | MD | Accountant | Accounts Manager |
|-------------|------------------|------------------|----|------------|------------------|



## Purchase Order

Page(s) 1 Of 1

01-11-2022 4:04:26 PM

From Company : **Mehta & Modi Realty Kowkur LLP**  
5-4-187/3&4, II nd floor, MG Road, Soham Mansion, Secunderabad-5  
G S T No. : 36ABLFM7631F1Z3



93431

18.10.22 2:23:38

**Supplier Details**

Global Safety Solutions  
5-5-48, Ranigunj, secunderbad

**GSTIN** 36AAOFG9573A1Z5

9502555088/9581228898

|                   |            |        |
|-------------------|------------|--------|
| <b>Doc No</b>     | 93431      | 142312 |
| <b>Doc Date</b>   | 01-11-2022 |        |
| <b>Quote No</b>   | Nil        |        |
| <b>Quote Date</b> | 29-10-2022 |        |
| <b>SupplyType</b> | Supply     |        |

**Kind Attn : Mr.Qasim Hussain/AQ Shakir**

Purchase Order for the Supply of following Items.

| Item Name                                                         | Qty  | Rate   | Dis% | GST  | Amount        |
|-------------------------------------------------------------------|------|--------|------|------|---------------|
| 1 661600 - GENE-General Items - Safety Hand Gloves-- - STD - pair | 5.00 | 115.00 | 0.00 | 5.00 | 603.75        |
| <b>Total Order Value . . .</b>                                    |      |        |      |      | <b>603.75</b> |

Rupees : Six Hundred Three and Paise Seventy Five Only.

**Terms and Conditions :-****Specification /** As per details given in the quotation.**Payment Terms** After Delivery & Production of bill**Tax** Inclusive of all taxes**Delivery Date** Next Day.**Delivery Location** Greenwood Heights  
Sy no: 196, Kowkur.  
Phone. 040-66335551**Penalty For Delay** Nil**Transportation** Transportation Extra.**Warranty** Nil**Advance Paid** Nil**Other Terms** We reserve the right to reject items not conforming to quality and specifications. Above order for site use purpose.**Completion Date** Nil**Measurment** Nil**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 invoice must be snet to HO office or purchase site office Proof of delivery /DC can be sent by email.For **Mehta & Modi Realty Kowkur LLP**

Authorised Signatory

Name :

Contact - -

Accepted the above Terms And Conditions

For **Global Safety Solutions**

Name :

Date : \_/\_/\_

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|                                |  |                                                      |  |                   |  |                       |  |                                 |  |
|--------------------------------|--|------------------------------------------------------|--|-------------------|--|-----------------------|--|---------------------------------|--|
| Requisition Form               |  |                                                      |  |                   |  |                       |  |                                 |  |
| Company Name:                  |  | Mehta & Modi Realty Kowkur LLP                       |  | Date:             |  | 29-10-2022            |  |                                 |  |
| Site & Phase :                 |  | GHT                                                  |  | Time:             |  | 16:00                 |  |                                 |  |
| Unit No./Block No.             |  |                                                      |  |                   |  |                       |  |                                 |  |
| Supplier:                      |  | SSL.P                                                |  | Req. No.          |  | 142312                |  |                                 |  |
| Material required before date: |  |                                                      |  | 30-10-2022 ID No. |  | 81000                 |  |                                 |  |
| S No                           |  | Item                                                 |  | Qty required      |  | Qty available at site |  | Order Qty Inward No Inward Date |  |
| 1                              |  | CONS2830-Consumables-Floor cleaner --Lizol-1-lts Nos |  | 5                 |  | 5                     |  | 5                               |  |
| 2                              |  | CONS6639-Consumables-Handwash liquid---Nos           |  | 10                |  | 10                    |  | 10                              |  |
| 3                              |  | GENE6616-General Items-Safety Hand Gloves---STD-pair |  | 5                 |  | 5                     |  | 5                               |  |
| 4                              |  | STAT4023-Stationary-Chalk Piece---Boxes              |  | 10                |  | 10                    |  | 10                              |  |
| 5                              |  | STAT7883-Stationary-Stapler Pins-10---Boxes          |  | 10                |  | 10                    |  | 10                              |  |
| 6                              |  | STAT9087-Stationary-Stapler-SMALL---Nos              |  | 2                 |  | 2                     |  | 2                               |  |
| 7                              |  |                                                      |  |                   |  |                       |  |                                 |  |
| 8                              |  |                                                      |  |                   |  |                       |  |                                 |  |
| 9                              |  |                                                      |  |                   |  |                       |  |                                 |  |
| 10                             |  |                                                      |  |                   |  |                       |  |                                 |  |
| Remarks:                       |  | GHT site work purpose                                |  |                   |  |                       |  |                                 |  |
| Engineer                       |  |                                                      |  | Project Manager   |  |                       |  |                                 |  |
| Prepared By:                   |  | Asma                                                 |  |                   |  |                       |  |                                 |  |
| Approved By:                   |  | A SURESH                                             |  |                   |  |                       |  |                                 |  |
| Sign & Date:                   |  |                                                      |  | 29-10-2022        |  |                       |  |                                 |  |

APPROVED

02 NOV 2022

MINISH PARIKH

MANAGER PROCUREMENT

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