

PURCHASE DIVISION
Advice for approval for credit to supplier



Date:	03/12/22	Prepared by	Deepa	Serial no.	11014
Supplier name	Sri Sai Vishal Enterprises			HO inward no.	
Firm/Company	MRPHP	Project	NGH	HO received date	
PO/WO date	12/11/22	PO/WO No.	93896	Scan ID.	
Sl no.	Bill no.	Bill date	Bill amount	Original attached	
1.	087	22/11/22	41,600/-	<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): 41,600/-
 Proof of delivery by way of: DCs/bill Steel report RMC pour report Solid block report Installation report

MRN nos.: Report attached
 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:
 Amount E - PO / WO value: 41,600/-
 Amount F - Difference (A - E): 65,000/-
 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: 12/12/22
 Remarks: Part bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Deepa	Venug			
Sign:	<i>[Signature]</i>	<i>[Signature]</i>			
Date	12/12/22				
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

APPROVED
 03 DEC 2022
 P. 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.

SRI SAI VISHAL ENTERPRISES

FLY ASH BRICKS

Factory : Godumakunta Vill., Keesara Mdl, Medchal Dist.

Office : Street No. 17, Tarnaka, Secunderabad.

GSTIN : 36ACZPL1512H1ZF

(COMPOSITION TAXABLE PERSON NOT ELIGIBLE TO COLLECT TAX ON SUPPLIES)

M/s Modi Reality pochnam Inv. No. 087 Date : 22.11.22
up D.C. No. 115, Date : _____
pochnam P. O. 93896 Date : _____
 Party GSTIN 36ARIFM1836H1ZF Payment _____
 State : **TELANGANA** Code : 36

S.No.	PARTICULARS	HSN CODE	QTY.	RATE	UNIT	AMOUNT Rs. Ps.
1.	20 mm Metal					
2.	Baby Chips					
3.	Stone Dust					
4.	Sand					
5.	Red Mutti					
6.	Granite					
7.	40mm Hand Metal					
8.	Crusher Sand					
9.	12mm Metal					
10.	Flyash Bricks					
	✓ 4X8X16 →		1600	26	sq	41600.00
	6X8X12					
	6X8X16					
	8X8X12					
	8X8X16					



Rupees in words forty one thousand TOTAL 41,600.00
Six Hundred only

Name : SRI SAI VISHAL ENTERPRISES
 Bank Name : HDFC BANK
 Account No. : 50200042541343
 IFSC Code : HDFC0000368 Branch : Nacharam
 SGST @ %
 CGST @ %
 GRAND TOTAL 41,600.00

Date: 22.11.22

Roll No: 087

SRI SAI VISHAL ENTERPRISES

Modi Reality pochram up

DATE	V.NO	DC.NO	4 X8X16	PO.NO	PO.DATE
15.11.22	9193	115	800M	93896	
27.11.22	9193	205	800M	4	
		← TOTAL	<u>800M</u>		

Purchase Order



93896

01.11.22 3:03:48

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

Supplier Details

Sri Sai Vishal Enterprises
 12-13-167, Street no 17, Tarnaka, Medchal, Malkajgiri,
 Tellangana-500017.

GSTIN 36ACZPL1512H1ZF

9391029193

9391029193

Doc No	93896	182305
Doc Date	12-11-2022	
Quote No	Nil	
Quote Date	11-11-2022	
SupplyType	Supply	

Kind Attn : Akula Lakshmi

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 955200 - BUIL-Building Material - Solid Block-- = 100mmX200mmX400mm - Nos	2,500.00	26.00	0.00	0.00	65,000.00
Total Order Value . . .					65,000.00

Rupees : Sixty Five Thousand Only.

Terms and Conditions :-

- Specification /** Items shall be of 25kgs approx. Strength minimum 30kgs/cm2, QC report must
- Payment Terms** Within 30 days of delivery of all materials & production of bill
- Tax** All taxes included in above price.
- Delivery Date** As per request of Project Manager
- Delivery Location** Nilgiri Heights
pocharam
Phone. .9849497484
- Penalty For Delay** Bills must be submitted to H.O. within 30days of supply of material. 10% pty on value of order will be deducted for delay in submission of bills.
- Transportation** Included in the above price.
- Warranty** Nil
- Advance Paid** Nil
- Other Terms** We reserve the right items not confirming to qlty & specs. Breakage in your account. Above order for laour quarters at site 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 invoices must be sent to HO office or purchase site office. Proof of deli vary /DC can be sent by email.

S.no.	Bill no.	Bill Dt.	Amount
1.	087	22/11/22	41,600/-
2.			
3.			
4.			
5.			

For **Modi Realty Pocharam LLP**

Authorised Signatory

(Handwritten Signature)
12/4

Accepted the above Terms And Conditions

For **Sri Sai Vishal Enterprises**

Name : _____

Name : _____

Date : ___/___/___

Requisition Form		Date:	11-11-2022	Order Qty		Inward No		Inward Date	
Company Name:		Modi Realty Pocharam LLP	Time:	10:00					
Site & Phase :		NGH							
Unit No./Block No.									
Supplier:									
Material required before date:		14-11-2022							
S No	Item	ID No.	Req. No.	Qty required	Qty available at site	Order Qty	Inward No	Inward Date	
1	BUIL.9552-Building Material-Solid Block---100MMX200MMX400MM-Nos			2500	0	2500			
2				0	0	0			
3				0	0	0			
4				0	0	0			
5				0	0	0			
6				0	0	0			
7				0	0	0			
8				0	0	0			
9				0	0	0			
10				0	0	0			
Remarks:		for labour quarters at site .		0					
Prepared By:		Engineer	Project Manager						MD
Approved By:		A. Sravani							
Sign & Date:		Vijay raj							

95896

APPROVED
 12 NOV 2022
 P. VENKATESHWARLU
 MANAGER-PURCHASE

Internal memo no. 903/35/A

Annexure -D

Cement Blocks – Weekly Delivery Report

Company/ firm:	MRP LLP	Requisition nos.:	182305	Total PO quantity:	2500
Project:	NGH	PO No.	93896	Quantity delivered in earlier period	-
Block /Flat / Villa no.:	Block A	Total material delivered	No	Quantity delivered during week	800
Supplier:	Sri Sai Vishal Enterprises	Close PO:	No	Balance quantity to be delivered	1700
Sign of security	<i>Mishra</i>	Sign of Admin	<i>[Signature]</i>	Sign of Project manager	<i>[Signature]</i>
Date :	15/11/22	Date :	15/11/22	Date :	15/11/22

Details of solid blocks – delivered in earlier period.

S No	Date	Time	Block Size & type	Quantity delivered	DC No.	Inward no.	MRN No.
1.							
			Total				

Details of solid blocks – delivered during the week.

S No	Date	Time	Block Size & type	Quantity delivered	DC No.	Inward no.	MRN No.
1.	15.11.22	11:05	4" x 8" x 12"	800	115	13005	113977
2.							
			Total	800			

Remarks:

Note: 1. Report to be emailed to purchase@modiproperties.com and report-audit@modiproperties.com every Saturday. 2. Maintain original along with delivery challans along with photos at site. 3. Report must have details calculated. 4. Specify block size and block type (solid / hollow). 5. Total quantity and delivered quantity includes all types of blocks. 6. One running report must be made per PO.

Internal memo no. 903/35/A
Annexure -D

Cement Blocks – Weekly Delivery Report

Company/ firm:	MRP LLP	Requisition nos.:	182305	Total PO quantity:	2500
Project:	NGH	PO No.	93896	Quantity delivered in earlier period:	800
Block /Flat / Villa no.:	Block A	Total material delivered	No	Quantity delivered during week:	800
Supplier:	Sri Sai Vishal Enterprises	Close PO:	No	Balance quantity to be delivered:	900
Sign of security		Sign of Admin		Sign of Project manager	
Date :		Date :	20/11/22	Date :	

Details of solid blocks – delivered in earlier period.

S No	Date	Time	Block Size & type	Quantity delivered	DC No.	Inward no.	MRN No.
1.	15.11.22	11:05	4" x 8" x 12"	800	115	13005	113977
2.							
			Total	800			

Details of solid blocks – delivered during the week.

S No	Date	Time	Block Size & type	Quantity delivered	DC No.	Inward no.	MRN No.
1.	21.11.22	10:00	4" x 8" x 12"	800	205	12129	114225
2.							
			Total	800			

Remarks:

Note: 1. Report to be emailed to purchase@modiproperties.com and report-audit@modiproperties.com every Saturday. 2. Maintain original along with delivery challans along with photos at site. 3. Report must have totals calculated. 4. Specify block size and block type (solid / hollow). 5. Total quantity and delivered quantity includes all types of blocks. 6. One running report must be made per PO.