

PURCHASE DIVISION  
Advice for approval for credit to supplier



Date: 3/12/22		Prepared by: Deepa		Serial no. 11270	
Supplier name: Sri Sai Rohith marketing company		Project: MPP1		HO inward no.	
Firm/Company: MPP1		PO/WO No. 9487		HO received date	
PO/WO date: 30/8/22		Scan ID.			
Sl no.	Bill no.	Bill date	Bill amount	Original attached	
1.	163	23/11/22	21,064/-	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
2.			1	<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):				21,064/-	
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.:	114288		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:				21,064/-	
Amount E – PO / WO value:				21,064/-	
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		12/12/22			
Remarks: Final bill					
Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Deepa	M			
Sign:					
Date	3/12/22	<div style="border: 1px solid blue; padding: 5px; display: inline-block;"> <b>APPROVED</b>  <b>03 DEC 2022</b> </div>			
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 weightment 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.

GST NO. : 36AMHPC9678H1ZM

**TAX INVOICE**

Original for Recipient  
Duplicate for Supplier / Transport  
Triplicate for Supplier

**SRI SAI ROHITH MARKETING COMPANY**

Dealers In: All kinds of Aluminium Section Sheets, Glass, Plawood & Hardware Etc.,  
Road No. 8, N.F.C. Main Road, Plot No. 66, Krishna Nagar, H.B. Colony, Moula-Ali, Hyderabad-500040. (T.S) Mob. : 9866512288

INV. NO. **163** INVOICE DATE : **23/11/22**

TRANSPORTATION NAME : .....

**DETAILS OF RECEIVER (BILLED TO)**

VEHICLE NO. : **T3086HUES7** L/R No. ....

M/S Modi Properties Pvt. Ltd.  
5-4-1871324, Ind Flowers, M.H.Road,  
Sec-5 Hyderabad.

DATE & TIME OF SUPPLY.....

PLACE OF SUPPLY .....

**DETAILS OF CONSIGNEE (SHIPPED TO)**

Site At: **May Flowers Plot near  
Mallapur. P.O. No. 91487**  
STATE CODE : ..... GSTIN NO. ....

STATE CODE : ..... GSTIN NO. **36AA8CM4761E2M**

S.No.	HSN CODE	DESCRIPTION	QUANTITY	RATE	AMOUNT Rs. Ps.
①	7610	12mm Glass Patch fitting with Insulation. →	2.37 Sqm	7532/-	17850=84

**INWARD**  
Inward No: 20405 Dt: 24/11/22  
MRN No: 184288 Dt: 25/11/22  
Received By: \_\_\_\_\_ Sign: \_\_\_\_\_  
MODI PROPERTIES PVT. LTD. SY.No. 82/1



TOTAL BEFORE TAX		17850=84
ADD : CGST	9%	1606=57
ADD : SGST	9%	1606=57
ADD : IGST		
TAX AMOUNT GST		
GRAND TOTAL		21063=99

**BANK DETAILS : HDFC BANK, HABSIGUDA BRANCH  
SRI SAI ROHITH MARKETING CO  
A/C. No. 50200007478658 IFSC CODE : HDFC0000368**

Rupees in words : .....

Once goods will not be taken back  
Interest @24% p.a. will be charged if payment not made within 15 days from the date of the Bill.  
Subject to Secunderabad Jurisdiction only.  
We are not Responsibility Cases sooner the goods leave our premises  
E.O.F.,

For SRI SAI ROHITH MARKETING CO

Receiver Stamp & Signature .....

\_\_\_\_\_  
Authorised Signature

## Purchase Order

From Company : **Modi Properties Pvt.Ltd.**  
5-4-187/3 & 4, IIInd Floor, M.G.Road, Secunderabad - 500003  
G S T No. : 36AABCM4761E1ZM

### Supplier Details

Sri Sai Rohith Marketing Company  
New Narsimhanagar Colony, Near Noma Kalyana Vedika, Mallapur,  
Hyderabad - 500 076.

**GSTIN** 36AMHPC9678H1ZM

9866512288

<b>Doc No</b>	91487	178735
<b>Doc Date</b>	30-08-2022	
<b>Quote No</b>	Nil	
<b>Quote Date</b>	26-08-2022	
<b>SupplyType</b>	Supply	

**Kind Attn : Mr. C. Laxman Kumar**

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 640000 - HARD-Hardware - Toughened Glass-- - 2400X980X12mm - Sqm 1Sq mtr = 10.76 sq ft( With patch fitting & Intsallation )	2.37	7,532.00	0.00	18.00	21,063.99
<b>Total Order Value . . .</b>					<b>21,063.99</b>

Rupees : Twenty One Thousand Sixty Three and Paise Ninty Nine Only.

### Terms and Conditions :-

**Specification /** All items shall be of \_\_\_ brand/company

**Payment Terms** 100% as advance.

**Tax** All taxes included in above price.

**Delivery Date** All materials must be delivered within as per site engineers request.

**Delivery Location** May Flower Platinum  
Sy 82/1, Mallapur, Nacharam.  
Phone. 7680971999

**Penalty For Delay** 5% penalty for delay in delivery beyond due date.

**Transportation** Extra.

**Warranty** Nil

**Advance Paid** Rs 21063.99/- Dt-05/09/22.

**Other Terms** Payment will be made only after inspection of material.Above material for Club House Outdoor area purpose.( Glass door with Etching )

**Completion Date** NA

**Measurment** Nil

**Security** Nil

**Remarks** Delivery at Mallapur MPPL Contact Person Mr Naredhar Reddy-7680971999

*Deep*

For **Modi Properties Pvt.Ltd.**

Authorised Signatory

*Venmm*

Accepted the above Terms And Conditions

For **Sri Sai Rohith Marketing Company**

Name : \_\_\_\_\_

Name : \_\_\_\_\_

Date : \_\_\_/\_\_\_/\_\_\_

# Purchase Order

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17.08.22 1:05:57

From Company : **Modi Properties Pvt.Ltd.**  
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003  
G S T No. : 36AABCM4761E1ZM

## Supplier Details

Sri Sai Rohith Marketing Company  
New Narsimhanagar Colony, Near Noma Kalyana Vedika, Mallapur,  
Hyderabad - 500 076.

GSTIN 36AMHPC9678H1ZM

9866512288

Doc No	91487	178735
Doc Date	30-08-2022	
Quote No	Nil	
Quote Date	30-08-2022	
SupplyType	Supply	

**Kind Attn : Mr. C. Laxman Kumar**

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 640000 - HARD-Hardware - Toughened Glass-- - 2400X980X12mm - Sqm 1Sq mtr = 10.76 sq ft( With patch fitting & Intsallation )	10.76	700.00	0.00	18.00	8,887.76
<b>Total Order Value . . .</b>					<b>8,887.76</b>

Rupees : Eight Thousand Eight Hundred Eighty Seven and Paise Seventy Six Only.

## Terms and Conditions :-

Specification /	All items shall be of ___ brand/company
Payment Terms	100% as advance.
Tax	All taxes included in above price.
Delivery Date	All materials must be delivered within as per site engineers request.
Delivery Location	May Flower Platinum Sy 82/1, Mallapur, Nacharam. Phone. 7680971999
Penalty For Delay	5% penalty for delay in delivery beyond due date.
Transportation	Extra.
Warranty	Nil
Advance Paid	Rs 8,887.76/- Dt-05/09/22.
Other Terms	Payment will be made only after inspection of material.Above material for Club House Outdoor area purpose.( Glass door with Etching )
Completion Date	NA
Measurement	Nil
Security	Nil
Remarks	Delivery at Mallapur MPPL Contact Person Mr Naredhar Reddy-7680971999

For **Modi Properties Pvt.Ltd.**

Authorised Signatory

Accepted the above Terms And Conditions

For **Sri Sai Rohith Marketing Company**

Name : \_\_\_\_\_

Name : \_\_\_\_\_

Date : \_\_\_/\_\_\_/\_\_\_

Requisition Form		Date:	26.08.2022							
Company Name:		Modiproperties Pvt Ltd								
Site & Phase :		Mayflower Platinum								
Supplier:		178735								
Material required before date:		30.08.2022								
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date				
1	HARD6400-Hardware-Toughened Glass---2400X980X12mm-Sqm	1	79224	1						
2	2x2x2 ~ 25.6 SK									
3	2x2x2 1 Sq Mtr = 10.76 Sqft.									
4										
5		350/-					only glass ✓			
6		700/-					with patch fitting & dustproof ✓			
7										
8										
9										
10										
Remarks:		Towards Clubhouse Outdoor area purpose. (Glass door with Etching)								
Engineer		Project Manager								
Prepared By:		R.Ashok								
Approved By:		K.Narendar Reddy								
Sign & Date:										

Venkateshwarlu  
 Purchase  
**APPROVED**  
 01 SEP 2022  
 P. VENKATESHWARLU  
 MANAGER PURCHASE

  
 Project Manager

MD

9/1/187