

PURCHASE DIVISION
Advice for approval for credit to supplier

(1)

Date: 3/12/22		Prepared by: Deepa		Serial no. 11137	
Supplier name: veldi kamunaker Reddy				HO inward no.	
Firm/Company: MMRK-Hp		Project: GHT		HO received date	
PO/WO date: 30/8/22		PO/WO No. 91883		Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	168	1/12/22	43,365	☒ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges): 43,365/-

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
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Amount B – Other Credits : Transportation charges: -

Amount C – Other Debits : -

Amount D (D=A+B-C) – Amount to be credited to the supplier: 43365/-

Amount E – PO / WO value: 68,145/-

Amount F – Difference (A – E): 24,780/-

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	Venuresh			
Sign:					
Date	2/12/22				
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

APPROVED

02 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.



TAXABLE INVOICE

Ph : 9440407992

VELDI KARUNAKAR REDDY

Flooring & Decorative Tiles

8-2-120/120/1/3/A, Road No.10, Banjara Hills, Hyderabad - 500034.

Seller GST No. 36AKGPR0150G1ZD

State: Telangana State Code : 36.

Invoice No. 168

Invoice Date : 01/17/2022

Details of Receiver / Billed to. Meheta Modi Realty Kowkur LLP

Address: B.No. 91883

Buyer GST No.: 36ABLFM7631P123 State: Code:

[illegible]

Rupees in words : ~~fourty three thousand~~
three sixty five only

Total Amount	36750
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Add CGST @%	2207.5
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Add SGST @ 9%	7207.5
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Grand Total	43365
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Terms & Conditions:

Goods once sold cannot be taken back or exchanged

Subject to Hyderabad Jurisdiction.

All the overdue bill charged @ 24% per annum

For **VELDI KARUNAKAR REDDY**

Signature

INSTALLATION REPORT

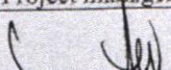
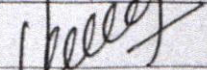
Company/ firm:	MMRK-UP	Requisition nos.:	142192
Project:	GHT	PO no.:	91883
Supplier:	Karunakar Reddy	Material type:	Cement fiber board

Details of installation:

Sl. No.	Date of installation	Unit no.	Material details	Size	Qty
1.	15/9/2022	01	Cement Fiberboard	10' x 6'	350
2.			Cera board		
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					

Total: 350.0 Sd

Remarks: work completed

Approved by	Project manager	Security	Admin (Audit)
			

Note: 1. Report to be sent on completion of work. 2. For partial completion report must be sent once a month. 3. This report is required for installation of windows, french windows, balcony, staircase railing, fire doors and such materials where PO for material + labour is issued. Exclude false ceiling, painting, water proofing where 'Advice for giving credit to contractor/supplier form' is being set to E&D. 4. One or more reports can be made per PO. Avoid multiple Pos in one report. 5. Provide report on defaults, poor quality, missing items, etc. 6. Reports to be provided regularly. However, must be provided within one working day of request from purchase.

4 SEP 2022
A. JURESH
PROJECT MANAGER

Work Order

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13-09-2022 13:20:04

From Company : **Mehta & Modi Realty Kowkur LLP**
5-4-187/3&4, II nd floor, MG Road, Soham Mansion, Secunderabad-50001
G S T No. : 36ABLFM7631F1Z3



91883

01.09.22 11:05:43

Supplier Details			
Karunakar Reddy 8-2-125/120/3A/45, Banjara Hills, Noor Nagar, Road No.10, Hyderabad. GSTIN 36AKGPR0150G1ZD NA 9440407992		Doc No	91883 142192
		Doc Date	30-08-2022
		Quote No	Nil
		Quote Date	10-09-2022
		SupplyType	Supply

Kind Attn : **Mr. Karunakar Reddy**

Work Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 795700 - BUIL-Building Material - Cement Fiber Board-- - 150x3000mm - sft 6" wide x 10' length	550.00	105.00	0.00	18.00	68,145.00
Total Order Value . . .					68,145.00

Rupees : Sixty Eight Thousand One Hundred Fourty Five Only.

Terms and Conditions :-

Specification / Brand Items shall be of V-Plank brand cement fiber board. 8mm thick.

Payment Terms 50% as advance & balance 50% on completion of work.

Tax All taxes included in above price.

Delivery Date Within 6days.

Delivery Location Greenwood Heights

Sy no: 196, Kowkur.

Phone. 040-66335551

Penalty For Delay Nil

Transportation Cost Included in the above price.

Warranty Nil

Advance Paid Rs.34,073/- advance to be pay vide cheque no. , dtd.

Other Terms We reserve the right to reject items not conforming to quality and specifications. Above order for for GH-118-Block 1st floor corridor inside fixing work purpose.

Completion Date Work shall be completed within 7 working days from the date of the work order.

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 delivery/DC can be sent by email.'

For **Mehta & Modi Realty Kowkur LLP**

Authorised Signatory

Name : _____

Name : _____

Date : ____/____/____

Accepted the above Terms And Conditions

For **Karunakar Reddy**



For MDs APPROVAL

- ☐ High Value/quantity beyond limits.
- ☐ Po/Req. processed-post approval.
- ☐ Approval for technical details/clarification.
- ☐ Replenishing SSSLP stock
- ☐ Other

PART DELIVERY RECEIPT			
Sl No	Qty	Rate	Amount
1	550	105	57750
			43,365

sk = 24,780

Requisition Form

Company Name:		Mehta & Modi Realty Kowkur LLP		Date:		10-09-2022	
Site & Phase :		GHT		Time:		14.12	
Supplier		Karunaker Reddy		Req. No.		142192	
Material required before date:				ID No.		79653	
No	Description	Size	Quantity	Units	Inward No	Date	
1	Sera board	10' x6''	550	Sft			
2							
3							
4							
5	Note: Please Issue the work Order - 91883						
6							
7							
8							
9							
10							
APPROVED 13 SEP 2022 MINISH PARIKH MANAGER PROCUREMENT							
Remarks: - For GHT Site B Block IST floor corridor inside fixing work purpose (Note; work completed)							
Prepared By		A Suresh		Approved by			
Sign. & Date		10-09-2022		Sign. & Date			
Note: On receipt of material at site write inward number and date in last 2 columns.							