PURCHASE DIVISION
Advice for approval for credit to supplier

E

11702

| | | | | | |
|---|---|---|---|---|---|
| Date: | 13/12/22 | Prepared by | Venkatesh | Serial no. | |
| Supplier name | Sun Agency | | | HO inward no. | |
| Firm/Company | MRMLLP | Project | GMR | HO received date | |
| PO/WO date | 01/12/22 | PO/WO No. | 94578 | Scan ID. | |

| Sl no. | Bill no. | Bill date | Bill amount | Original attached |
|---|---|---|---|---|
| 1. | 448 | 2/12/22 | 19,775 | □ Yes □ No |
| 2. | 446 | 2/12/22 | 19,775 | □ Yes □ No |
| 3. | | | | □ Yes □ No |
| 4. | | | | □ Yes □ No |

| | | | |
|---|---|---|---|
| Amount A – Bills total (Excluding Transport & Hamali Charges): | | | 39,550/- |
| Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report | | | |
| MRN nos.: | 114573, 114572 | Proof of delivery matches MRN | □ Yes □ No |
| Amount B –Other Credits : Transportation charges | | Transportation | 1200/- |
| Amount C –Other Debits : | | | - |
| Amount D (D=A+B-C) – Amount to be credited to the supplier: | | | 39,550/- |
| Amount E – PO / WO value: | | | 38,350/- |
| Amount F – Difference (A – E): | | | 1200/- |
| 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 | 19/12/22 | | |
| Remarks: | Final Bill. | | |

| Approved by | Purchase Officer | Purchase Manager | M D | Accountant | Accounts Manager |
|---|---|---|---|---|---|
| Name: | | Veer | | | |
| Sign: | | APPROVED | | | |
| Date | | 13 DEC 2022 | | | |
| Approval limit | Upto 20k | Above 20k P. VENKATESHWARLU MANAGER PURCHASE | 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.

**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. 36 AAEFM 1459 R1ZP

modi Reality mallapur
Delavary Gulmohor Residency Next TO N.F.C. Railway over bridge mallapur

No. 448

Date 2/12/22

| SL No. | Description | HSN Code | Packing Kg/Lt. | Qty. | Rate | Amount |
|---|---|---|---|---|---|---|
| 1 | ROFF Netrocfix (T03) Tile Adshive | 3824 5010 | 20Kg | 25 | 650.00 | 16250.00 |
| | P.ONO 94578 \| 208393 Dde 1/12/22 | | | | | |
| | | | | | 9% SGST: | 1462.50 |
| | | | | | 9% CGST: | 1462.50 |
| | | | | | IGST : | |
| | | | | | TOTAL | 19175.00 |
| | | | | | AUo Charge | 600.00 |
| | | | | | | 19775.00 |

(Rupees ....1.......................................)

GST NO. : 36AQCPM3317J1ZW

INWARD
MODI REALTY MALLAPUR LLP
Ward No 10188 Dt. 02/12
MRN No 114578 Dt. 3/12
Received By ... Sign... 2/12/22

SUN AGENCY HYD

SUMMIT SALES LLP R.R. DIST.
IN WARD
No. 102573
Date: 2/12/22
Sign:

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

JS10UC 1237

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

For **SUN AGENCY**

K.Phani

Authorised Signatory

**TAX INVOICE**

# SUN AGENCY

Cell : 9912769501
9394753918

*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. 36AAAEFM 1459 R1ZP

No. 446

Modi Reality, Mallapur
Delavary GULmohar Ressidency
NEXT TO N.F.C Railway overbridge mallapur

Date 2/12/22

| SL No. | Description | HSN Code | Packing Kg/Lt. | Qty. | Rate | Amount |
|---|---|---|---|---|---|---|
| 1 | ROFF Vetroefix (TA) Tile Adhesive | 3824 5090 | 20Kg | 25No | 650.00 | 16250.00 |
| | Cellno 8309938133 | | | | | |
| | P.O.No 94578 208393 | | | | | |
| | Date 1/12/22 | | | | | |
| | | | | | 9% SGST: | 1462.50 |
| | | | | | 9% CGST: | 1462.50 |
| | | | | | IGST : | |

INWARD
MODI REALTY MALLAPUR LLP
Inward No 0183 DL 2/12
MRN No 1145762 DL 3/12/22
Received By Sign 2/12

SUMMIT SALES LLP R.R. DIST.
INWARD No: 102513 Date: 2/12/22 Sign:

(Rupees Ninteen Thousand Seven hundred seventy Five Rupees only) — TOTAL 19175.00

Actachy 600.00

GST NO. : **36AQCPM3317J1ZW** — 19775.00

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

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

TS10UC 1237

SUN AGENCY HYD

For **SUN AGENCY**

K.Phani

Authorised Signatory

# Purchase Order

 01-12-2022 17:28:44

94578
29.11.22 5:41:43

From Company : **Modi Reality Mallapur LLP**
5-4-187/3&3, II nd floor, Soham Mansion, MG Road, Secunderabad.
G S T No. : 36AAEFM1459R1ZP

| **Supplier Details** | | | |
|---|---|---|---|
| Sun Agency<br>Shop no.2, H.no-21-91, Street no 10, Uttam Nagar, Malkajgiri, Secunderabad-500047<br>**GSTIN** 36AQCPM3317J1ZW<br>9394753918 9391787057 | **Doc No** | 94578 | 208393 |
| | **Doc Date** | 01-12-2022 | |
| | **Quote No** | NIl | |
| | **Quote Date** | 30-11-2022 | |
| | **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 | 50.00 | 650.00 | 0.00 | 18.00 | 38,350.00 |
| | | | | | **Total Order Value . . .** | **38,350.00** |

Rupees : Thirty Eight Thousand Three Hundred Fifty Only.

Terms and Conditions :-

| | |
|---|---|
| **Specification / Brand** | 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** | Gulmohar Residency<br>Survey No 19, Mallapur, Hyderabad. NExt to NFC Railway Over Bridge<br>Phone. Contact: Security _______, 8309938133 |
| **Penality For Delay** | Nil |
| **Transportation Cost** | 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 D block lift granite fixing work 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 Reality Mallapur LLP***
Authorised Signatory

Venkatesh 01/12/22

Name : ____________________

Accepted the above Terms And Conditions
For ***Sun Agency***

Name : ____________________

Date : __/__/____

Requisition Form

| | | | | | | |
|---|---|---|---|---|---|---|
| Company Name: | MRMLLP | | | | | |
| Site & Phase : | GMR | Date: | 30.11.2022 | | | |
| Unit No./Block No. | D-Block | Time: | 2:00 | | | |
| Supplier: | | | | | | |
| Material required before date: | Urgent | Req. No. | 208393 | | | |
| | | ID No. | 82021 | | | |
| S No | Item | Qty required | Qty available at site | Order Qty | Inward No | Inward Date |
| 1 | CHEM5153-Chemical-Granite Adhesive---- — 660200 | 50 | 0 | 50 | | |
| 2 | CHEM9489-Chemical-CC Bonding Agent----Ltrs 5 cts. — 202200 | 2 10 | 0 | 10 | | |
| 3 | | | | | | |
| 4 | | | | | | |
| 5 | 94578 | | | | | |
| 6 | 94578 | | | | | |
| 7 | | | | | | |
| 8 | | | | | | |
| 9 | | | | | | |
| 10 | | | | | | |
| Remarks: | For D block lift granite fixing work purpose. Both | | | | | |
| | Engineer | Project Manager | | Purchase | | MD |
| Prepared By: | Rahul. T | Ram Prasad | | | | |
| Approved By: | | | | | | |
| Sign & Date: | 30.11.22 | 30 NOV 2022 | | APPROVED 01 DEC 2022 P. VENKATESHWARLU MANAGER PURCHASE | | |

93622

93434

94160

93162