

PURCHASE DIVISION

Advice for approval for credit to supplier

Date: 24/12/22		Prepared by: Venkatesh	Serial no. 12089
Supplier name: elegant enterprises		HO inward no.	HO received date
Firm/Company: MRMLP	Project: GMR	Scan ID.	
PO/WO date: 01/12/22	PO/WO No. 94562	Bill amount	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	EE2223-0349	08/12/22	6,844/-	☒ Yes ☐ No
2.	EE2223-0347	08/12/22	6,313/-	☒ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A - Bills total (Excluding Transport & Hamali Charges): 13,157

Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report

MRN nos.: 114854 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: 13,157

Amount E - PO / WO value: 13,157

Amount F - Difference (A - E): -

Quantity received as per PO / WO ☒ Yes ☐ Excess received ☐ Short received ☐ Part received

Close PO / WO

Payment - due date

Remarks:

Approved by	Purchase Officer	Purchase Manager	MD	Accountant	Accounts Manager
Name:					
Sign:					
Date					
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.

Head Office : Block - A ' 413 ' Shanti Bagh Apartments, 7 - 1 - 3, Begumpet, Hyderabad - 5000016

Head Office : Block - A ' 413 ' Shanti Bagh Apartments, 7 - 1 - 3, Begumpet, Hyderabad - 5000016

Purchase Order

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02-12-2022 10:58:50

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



94562

29.11.22 5:41:43

Supplier Details

Elegant Enterprises
5-4-187/7/3, Karbala Maidan, M.G.Road, Secunderbad-500003.

Doc No 94562 208385

Doc Date 01-12-2022

Quote No Nil

Quote Date 01-12-2022

SupplyType Supply

GSTIN 36AJBPK0412E1ZY

66385358

9985113450/9885073880

Kind Attn : **Mr.Gaurang Kadakia/Mahesh Kadakia**

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 4606 - Electrical - other - MCB - other - nos 2Pole 16Amps MCB	2.00	525.00	0.00	18.00	1,239.00
2 862300 - ELEC-Electrical - MCB-4 Pole- - 16amps - Nos	2.00	1,150.00	0.00	18.00	2,714.00
3 4760 - Electrical - other - MCCB - Other - nos 4Pole RCCB25(300mA)	2.00	2,900.00	0.00	18.00	6,844.00
4 4663 - Electrical - other - Tubelight fitting - 4ft - nos 20Watts LED batten	10.00	200.00	0.00	18.00	2,360.00
Total Order Value . . .					13,157.00

Rupees : Thirteen Thousand One Hundred Fifty Seven Only.

Terms and Conditions :-

Specification / Brand	As per details given in the quotation.
Payment Terms	Against Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	Next Day.
Delivery Location	Gulmohar Residency Survey No 19, Mallapur, Hyderabad. Next to NFC Railway Over Bridge Phone. Contact: Security _____, 8309938133
Penalty 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 is for F-Block Service Schindler Lift 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 sent to HO office or purchase site office. Proof of delivery/DC can be sent by email.

For **Modi Reality Mallapur LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Elegant Enterprises**

Name : _____

Name : _____

Date : ____/____/____

Requisition Form

Company Name:	MODI REALTY MALLAPUR LLP	Date:	29.11.22
Location & Phase:	GULMOHAR RESIDENCY	Time:	13.00
Supplier:		Req. No.	208385
Material required before date:	Urgent	ID No.	82004

No	Description	Size	Quantity	Units	Inward No	Date
1.	2 pole MCB 16 4606-ELC-Other	Std	2	Amps		
2	4 pole MCB 16 8623 ELC-ELC	Std	2	Amps		
3	4pole RCCB 25 (300mAmps) 4760 ELC-Other	Std	2	Amps		
4	Tube light 4667 ELC-Other	4'	10	nos		
5						
6						

Remarks: For F block service Schindler lift electrical connection work purpose.

Prepared By	Nagendar	Approved by	M.Ram prasad
Sign. & Date	29.11.22	Sign. & Date	

Note:

[Handwritten signature]
29/11/2022



