PURCHASE DIVISION
Advice for approval for credit to supplier (E)

Date:	27/12/22	Prepared by	Venkatesh	Serial no.	**12185**
Supplier name	Vidya Shankar V.			HO inward no.	
Firm/Company	MRMLLP	Project	GMR	HO received date	
PO/WO date	23/09/22	PO/WO No.	92158	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	111	03/12/22	52,569/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):			52,569/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report			
MRN nos.:	Installation 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:			52,569
Amount E – PO / WO value:			52,569
Amount F – Difference (A – E):			-
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	02/01/2023		
Remarks:	final Bill		

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:					
Sign:		APPROVED			
Date		28 DEC 2022			
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

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.

GSTIN:36AEKPV0495G1CD Z2 **TAX INVOICE** Cell : 9246889529

VIDYA SHANKAR V.

INTERIORS

Plot No. 171, Shree Krishna Nagar Colony, Beside Venkata Sai Nagar,
Chengicherla, Boduppal, Hyderabad - 500 039, Telangana.
E-mail : vidyashankar3256@gmail.com

M/s. : Modi Reality Mallapur LLP

Party GSTIN: 36AAEFM1459R1ZP

Invoice No.: 111 Date 03/12/22

D.C. No. ________ Date ________

P.O. No. 92158 Date 23/09/22

Despatch Through ________

S. No.	DESCRIPTION	HSN Code	Qty	Rate	Amount Rs.	Ps.
1)	D Block Flat No- 302 Desigen False ceiling work	Sqm-	90	495	44550	-

INWARD
MODI REALTY MALLAPUR LLP
Ward No ________ Dt. ________
MRN No ________ Dt. ________
Received By ________ Sign 3/12/22

SUMMIT SALES LLP
IN WARD
No: 10251
Date: 3/12/22
Sign: ________
R.R. DIST.

Rupees In Words : Fifty Two Thousand Five hundred Sixty Nine only.

TOTAL	44550	-
SGST @ 9 %	4009	50
CGST @ 9 %	4009	50
IGST @ %		
GRAND TOTAL	52569	-

Declaration :

1. Goods once sold will not be taken back.
2. Any Dispute is Subject to Hyderabad Jurisdiction only

Receiver's Signature

For VIDYA SHANKAR V.

Vidyashankar

Authorised Signature

07/12/22

Construction division.
Advice for giving credit to contractors/suppliers.

Sl. No. – site bills register	1524	Date - site bills Register	27-9-22
Company Name:	MRMLLP	Site:	GMR
Name of Contractor	Vidya Sharter		
Nature of work	False ceiling work		
Work done	From Date 16-8-22	To Date	25-9-22

Sl. No.	Villa/Flat/block no.	Qty.	Rate	Units	Amount	Contractors bill no
1.	P-Block	-90-	495-	Sqm	44550/-	
2.	Platno:- 302					
3.	Design					
4.	False ceiling					
5.	work					
6.						
7.						
8.						
9.						
10.						
11.	Total:				44550/-	

Bill required	☑YES ☐NO.	GST bill required	☑YES ☐NO.
Measurement & estimate sheet:	☑Required ☐Not required	Measurement & estimate sheet:	☑Enclosed ☐Not enclosed
PO/WO no.	92158	PO/WO date:	23-9-22

Remarks :

Approved by Project Manager	Approved by Design Team	Approved by M.D.
Date: 27-9-22	Date:	Date:
Sign:	Sign:	Sign:

Notes: 1. This advice must be sent within 7 days of completing work. 2. This form can be used for certifying labour bills, bills for hire charges, earth work, turnkey civil contractors. 3. Wherever not applicable – fill NA. 4. Estimate and measurement sheets are not required for turnkey jobs where guideline rates are clearly given.

SUMMIT SALES LLP
IN WARD
No: 102191
Date: 3/12/22
Sign:
R.R. DIST.

Purchase Order

 22-09-2022 11:59:56 AM

92158
16.09.22 3:01:07

py

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			
Mr. V. Vidya Shankar	**Doc No**	92158	193847
Plot no. 171, Krishna Nagar Colony, Chengi Cherla, Ghatkesar Mandal,	**Doc Date**	21-09-2022	
	Quote No	NIL	
GSTIN 36AEKPV0495G1Z2	**Quote Date**	14-09-2022	
9246889529	**SupplyType**	Supply	

Kind Attn : Mr. V. Vidya Shankar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	153500 - BUIL-Building Material - Design False Ceiling-Gypsum- - - - sqm	90.00	495.00	0.00	18.00	52,569.00
			Total Order Value . . .			**52,569.00**

Rupees : Fifty Two Thousand Five Hundred Sixty Nine Only.

Terms and Conditions :-

Specification /	Above rate as per guideline cir.no.852(E) dtd. 19-07-2021 issued by our M.D. and accepted by contractor. Above rates are inclusive of all.
Payment Terms	50% asadvance
Tax	All taxes included in above price.
Delivery Date	Within 7days.
Delivery Location	Gulmohar Residency Survey No 19, Mallapur, Hyderabad. NExt to NFC Railway Over Bridge Phone. Contact: Security _______, Admin 9502211011
Penality For Delay	Bills must be submitted to H.O. within 30 days of completion of work. 10% plty on value of order will be deducted for delay in submission of bills.
Transportation	Included in the above price.
Warranty	One year on workmanship
Advance Paid	26,284/- vide cheque no_____
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for D Block flat no-302 hall and dining desighn false ceiling work purpose.
Completion Date	Work to be completed in 4days. Penalty of 5% of order value per week shall be levied for delay.
Measurment	Payment will be made as per measurement of laid and fixed material. Wastage at suppliers cost.
Security	Supplier shall be responsible for security and storage of material at site at its risk and cost.
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.

APPROVED BY
22 SEP 2022
SOHAM MODI
MANAGING DIRECTOR

M. N. received 26/10

For MDs APPROVAL

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

For *Modi Reality Mallapur LLP*

Authorised Signatory

Name :

Accepted the above Terms And Conditions

For *Mr. V. Vidya Shankar*

Name : ______________________

Date : __/__/____

Requisition Form						
Company Name:	MRMLLP	Date:	15-09-2022			
Site & Phase :	GMR	Time:	-			
Unit No./Block No.	D-Block Flat no.302					
Supplier:		Req. No.	193847			
Material required before date:	Urgent	ID No.				
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	BUIL1535-Building Material-Design False Ceiling-Gypsum---sqm	90	0	90		
2						
3						
4						
5						
6						
7						
8	92158					
9						
10						
Remarks:	D-Block flat no.302 hall & dining false ceiling work. PO to be issue					
	Engineer	Project Manager		Purchase		MD
Prepared By:	Rahul.T		APPROVED			
Approved By:			20 SEP 2022			
Sign & Date:	15.09.22		P. PRABHAKAR Sr. MANAGER PURCHASE			

INSTALLATION REPORT

Company/ firm:	M/s M.LLP	Requisition nos.:	193847
Project:	GUR	PO no.:	92158
Supplier:	Vidya shankar	Material type:	Design false Ceiling.

Details of installation:

Sl. No.	Date of installation	Unit no.	Material details	Size	Qty
1.	22/12/22	D-302	Design false Ceiling	90 Sq.mt	1
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					
				Total:	

Remarks: D-302 (Luxury Flat), Work Completed.

Approved by	Project manager	Security	Admin (Audit)
	APPROVED BY [signature] 22/12/22 (G.M.R.) PRASAD PROJECT MANAGER		

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, false ceiling, 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.