PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	27/12/22	Prepared by	Venkatesh	Serial no.	12193
Supplier name	Mr. V. Vidya Shankar			HO inward no.	
Firm/Company	MRMLLP	Project	GMR	HO received date	
PO/WO date	24/12/2021	PO/WO No.	83887	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	103	30/06/22	38,232/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	38,232/-
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:	38,232
Amount E – PO / WO value:	38,232
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:		Veet			
Sign:		APPROVED			
Date		28 DEC 2022			
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

A. 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.

Cell : 9246889529

TAX INVOICE

22

VIDYA SHANKAR V.

INTERIORS

36 AEKPV0495G1Z2

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 pvt LLP

Invoice No. 103 Date 30/06/22

D.C. No. ______ Date ______

P.O. No. 83887 Date ______

Despatch Through ______

Party GSTIN: 36AAEFM1459R1ZP

S. No.	DESCRIPTION	HSN Code	Qty	Rate	Amount Rs.	Ps.
1)	A Block Flots 203 Design False ceiling work		SFT 900	36	32400	00
					TOTAL	32400=00
				SGST @ 9 %	2916	00
				CGST @ 9 %	2916	00
				IGST @ %		
				GRAND TOTAL	38232	00

SUMMIT SALES LLP R.R. DIST. IN WARD No: 10619 Date: 26/10/22 Sign:

INWARD MODI REALTY MALLAPUR LLP 8698 30/06/22 Ward No MRN No Sign 30/06/22 Received By

Rupees In Words : Thirty eight Thousand Two Hundred and Thirty two only

For VIDYA SHANKAR V.

VidyaShankar

Authorised Signature

Receiver's Signature

Declaration :

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

Purchase Order

 19-07-2022 12:09:07 Original / Office Copy / Purchase Div.Copy

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**	83887	192584
Plot no. 171, Krishna Nagar Colony, Chengi Cherla, Ghatkesar Mandal,	**Doc Date**	24-12-2021	
	Quote No	Nil	
GSTIN 36AEKPV0495G1Z2	**Quote Date**	19-07-2021	
9246889529	**SupplyType**	Supply And Installation	

Kind Attn : Mr. V. Vidya Shankar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	6022 - Miscellaneous - False Ceiling - NA - sft *Gypsum False Ceiling - Plain*	900.00	36.00	0.00	18.00	38,232.00
				Total Order Value . . .		**38,232.00**

Rupees : Thirty Eight Thousand Two Hundred Thirty Two 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% advance at the time of PO, balance on completion of work.
Tax	All taxes included in above price.
Delivery Date	Within 4days.
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	Rs. 19,116/- to be pay vide cheque no. , dt.
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for model flat A block 207.
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.'

Books of accounts verified and no bills wrt this PO were received by accounts
Name: Lavanya .D
Sign:
Date: 16/9/22

For ***Modi Reality Mallapur LLP***

Authorised Signatory

Accepted the above Terms And Conditions

For ***Mr. V. Vidya Shankar***

Name : ____________

Name : ____________

Date : __/__/____

INSTALLATION REPORT

Company/ firm:	MRMLLP	Requisition nos.:	192584
Project:	GMR	PO no.:	83887
Supplier:	Vidyashanker	Material type:	False ceiling

Details of installation:

Sl. No.	Date of installation	Unit no.	Material details	Size	Qty
1.	26-10-22	Sft	False ceiling	-	900
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					
				Total:	900/-

Remarks: All work completed A-BLOCK

Approved by	Project manager	Security	Admin (Audit)
	26 OCT 2022	MODI REALTY ... APUR LLP 8698	30/6/2

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.

Received By: Kumar 30/6/2

Requisition Form

Company Name:	MODI REALTY MALLAPUR LLP	Date:	22.12.21
Site & Phase :	GULMOHAR RESIDENCY	Time:	01:30
Supplier		Req. No.	192584
Material required before date:	Urgent	ID No.	

No	Description	Size	Quantity	Units	Inward No	Date
1.	Plain False ceiling Gypsum	-	900	Sft		
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						

Remarks: For A-block flat no.207 internal false ceiling fixing work purpose at GMR site.

Prepared By	Rahul.T	Approved by	M.Ram prasad
Sign.& Date	22.12.21	Sign. & Date	

Note:

APPROVED BY

M. RAM PRASAD (G.M.R.)
Project Manager