PURCHASE DIVISION
Advice for approval for credit to supplier

E

| | | | | | |
|---|---|---|---|---|---|
| Date: | 27/12/22 | Prepared by | Venkatesh | Serial no. | 12186 |
| Supplier name | Vidya Shankar V. | | | HO inward no. | |
| Firm/Company | MRMLLP | Project | GMR | HO received date | |
| PO/WO date | 20/09/22 | PO/WO No. | 92135 | Scan ID. | |

| Sl no. | Bill no. | Bill date | Bill amount | Original attached |
|---|---|---|---|---|
| 1. | 110 | 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: | | Venkatesh | | | |
| Sign: | | APPROVED 28 DEC 2022 P. VENKATESHWARLU MANAGER PURCHASE | | | |
| 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 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:36AEKPV0495G1ZZ **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

Invoice No. 110 Date 03/12/22

D.C. No. ______ Date ______

P.O. No. 92/35 Date 23/09/22

Party GSTIN: 36AAEFM1459R1ZP

Despatch Through ______

| S. No. | DESCRIPTION | HSN Code | Qty | Rate | Amount Rs. | Ps. |
|---|---|---|---|---|---|---|
| 1) | Block Flot No ~~402~~ 301 Desigen false ceiling Hall and Daining work | Sqm. | MTR 90 | 495/- | 44550 | 00 |

INWARD
MODI REALTY MALLAPUR LLP
Ward No ...... Dt. ......
MRN No ...... Dt. ......
Received By ...... Sign..... 03/12/22

| | | |
|---|---|---|
| TOTAL | | 44550-00 |
| SGST @ | 9 % | 4009=50 |
| CGST @ | 9 % | 4009=50 |
| IGST @ | % | |
| GRAND TOTAL | | 52569=00 |

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

SUMMIT SALES LLP R.R. DIST. IN WARD No: 10292 Date: 3/12/22 Sign:

For VIDYA SHANKAR V.

Declaration :

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

Receiver's Signature

Vidyashankar
Authorised Signature

# Purchase Order



21-09-2022 11:11:24 AM

92135
16.09.22 3:01:06

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
Plot no. 171, Krishna Nagar Colony, Chengi Cherla, Ghatkesar Mandal,

**GSTIN** 36AEKPV0495G1Z2

9246889529

| | | |
|---|---|---|
| **Doc No** | 92135 | 193848 |
| **Doc Date** | 20-09-2022 | |
| **Quote No** | Nil | |
| **Quote Date** | 15-09-2022 | |
| **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 | 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<br>Survey No 19, Mallapur, Hyderabad. NExt to NFC Railway Over Bridge<br>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 C 301 Flat false ceiling fixing 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 | |

APPROVED BY
22 SEP 2022
SOHAM MODI
MANAGING DIRECTOR

For MDs APPROVAL
☐ High Value/quantity beyond limits.
☑ Po/Req. processed-post approval.
☐ Approval for change in specification
☐ Replenishing SSLLP stock
☐ Other

M.VA received
2
26/10

For *Modi Reality Mallapur LLP*

Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions

For *Mr. V. Vidya Shankar*

Name : ____________

Date : __/__/____

| | | | | | | |
|---|---|---|---|---|---|---|
| Requisition Form | | Date: | 15-09-2022 | | | |
| Company Name: | MRMLLP | Time: | - | | | |
| Site & Phase : | GMR | | | | | |
| Unit No./Block No. | D-Block Flat no.402 | | | | | |
| Supplier: | vidhya shankar. | Req. No. | 193848 | | | |
| Material required before date: | Urgent | ID No. | 79754 | | | |
| 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 | 92135 | | | | | |
| 4 | | | | | | |
| 5 | | | | | | |
| 6 | | | | | | |
| 7 | | | | | | |
| 8 | | | | | | |
| 9 | | | | | | |
| 10 | | | | | | |
| Remarks: | D-Block flat no.402 hall & dining false ceiling work. | | | | | |
| | | | | | | |
| | Engineer | Project Manager | | Purchase | | MD |
| Prepared By: | Rahul.T For | | | | | |
| Approved By: | | | | | | |
| Sign & Date: | 15.09.22 | T. Rahul 15 SEP 2022 | | APPROVED 20 SEP 2022 P. PRABHAKAR Sr. MANAGER PURCHASE | | |

# INSTALLATION REPORT

| | | | |
|---|---|---|---|
| Company/ firm: | MRHLLP | Requisition nos.: | 193848 |
| Project: | GMR | PO no.: | 92135 |
| Supplier: | Nidya Shankar | Material type: | Design fole colm. |

Details of installation:

| Sl. No. | Date of installation | Unit no. | Material details | Size | Qty |
|---|---|---|---|---|---|
| 1. | 22/12/22 | ~~[illegible]~~ C-301 | Design fole colm. | 90 Sqm | 1 |
| 2. | | | | | |
| 3. | | | | | |
| 4. | | | | | |
| 5. | | | | | |
| 6. | | | | | |
| 7. | | | | | |
| 8. | | | | | |
| 9. | | | | | |
| 10. | | | | | |
| 11. | | | | | |
| 12. | | | | | |
| 13. | | | | | |
| 14. | | | | | |
| 15. | | | | | |
| | | | | Total: | 1 |

Remarks: ~~[illegible]~~ (luxury flat), Work completed.
C-301

| | | | |
|---|---|---|---|
| Approved by | Project manager | Security | Admin (Audit) |
| | APPROVED BY 23/12/22 (GMR) | | |

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.