PURCHASE DIVISION
Advice for approval for credit to supplier

2

| Date: | 4/01/23 | Prepared by | Deepa | Serial no. | [redacted] |
|---|---|---|---|---|---|
| Supplier name | Santhosh Tarpaulin | | | HO inward no. | |
| Firm/Company | MRP Hp | Project | NGH | HO received date | |
| PO/WO date | 28/12/22 | PO/WO No. | 95420 | Scan ID. | |

| Sl no. | Bill no. | Bill date | Bill amount | Original attached |
|---|---|---|---|---|
| 1. | 287 | 28/12/22 | 2,362/- | ☑ Yes □ No |
| 2. | | | | □ Yes □ No |
| 3. | | | | □ Yes □ No |
| 4. | | | | □ Yes □ No |

| | | | |
|---|---|---|---|
| Amount A – Bills total (Excluding Transport & Hamali Charges): | | | 2,362/- |
| Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report | | | |
| MRN nos.: | 115657 | 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: | | | 2,362/- |
| Amount E – PO / WO value: | | | 2,362/- |
| 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 | 9/01/23 | | |
| Remarks: | | | |

| Approved by | Purchase Officer | Purchase Manager | M D | Accountant | Accounts Manager |
|---|---|---|---|---|---|
| Name: | Deepa | | | | |
| Sign: | [signature] | | | | |
| Date | 4/01/23 | | | | |
| 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.

# TAX-INVOICE

| | |
|---|---|
| **SANTHOSH TARPAULIN**<br># 2-9-39/7/3, Forzenguda,<br>Suryanagar, Old Alwal,<br>Medchal, Malkajgiri District – 500 010.<br>Telangana State | **GSTIN :36ATWPA1307P1ZC**<br>Email id: santhoshtarp@gmail.com<br>Cell: 9642662732<br>Bank Account : AXIS BANK<br>Acc.No.919020039284737<br>IFSC CODE :UTIB0001378 |
| To MODI REALTY POCHARAM LLP<br>5-4-183/3&3 IInd floor SOHAM<br>MANSION MG ROAD<br>SECUNDERABAD 500003<br>**GSTIN No. 36ABIFM1836H1Z7** | Invoice No: **287**<br>Invoice Date:28/12/2022<br>P.O.No.95420/182371<br>P.O.Date: 24.12.2022 |

| Sl. No. | Descriptions | Code SAC HSN | Qty | Rate | Amount Rs. Ps. |
|---|---|---|---|---|---|
| 1 | GOVA ROPE BUNDELS | 5310 | 15 ~~RMTRS~~ BDL | @ 150/- | **2,250.00** |

**Rupees in words TWO THOUSAND THREE HUNDRED SIXTY TWO and FIFTY PAISE ONLY**

| | |
|---|---|
| **Total ::** | **2,250.00** |
| **CGST @ 2.5 %** | **56.25** |
| **SGST @ 2.5 %** | **56.25** |
| **IGST 18% ::** | |
| | |
| **Grand Total ::** | **2,362.50** |

SUMMIT SALES LLP
IN WARD
No: 10367
Date: 26/1/23
Sign:
R.R. DIST.

Receiver Signature & Seal

**For SANTHOSH TARPAULIN**

**Authorized Signatory**

INWARD
Inward No: 12286 Dt: 30/12/22
MRN No. 115657 Dt: 31/12/22
Received By: Bishnu Sign:
NILGIRI HEIGHTS

# Purchase Order

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95420
13.12.22 4:34:24

›py

From Company : **Modi Realty Pocharam LLP**
5-4-183/3&4, II nd Floor, Soham Mansion, MG Road, Secunderab
G S T No. : 36ABIFM1836H1Z7

| **Supplier Details** | | | |
|---|---|---|---|
| Santosh Tarpaulin<br>2-9-39/7/3, Forzenguda, Suryanagar, Old Alwal, Medical Malkagiri Dist -500010 | **Doc No** | 95420 | 182371 |
| | **Doc Date** | 24-12-2022 | |
| **GSTIN** 36ATWPA1307P1ZC | **Quote No** | Nil | |
| | **Quote Date** | 23-12-2022 | |
| 9642662732 | **SupplyType** | Supply | |

**Kind Attn : Santosh Kumar**

Purchase Order for the Supply of following Items.

| | Item Name | Qty | Rate | Dis% | GST | Amount |
|---|---|---|---|---|---|---|
| 1 | 764600 - GENE-General Items - Gova Rope-- - - - Bundles | 15.00 | 150.00 | 0.00 | 5.00 | 2,362.50 |
| | | | | | **Total Order Value . . .** | **2,362.50** |

Rupees : Two Thousand Three Hundred Sixty Two and Paise Fifty Only.

Terms and Conditions :-

| | |
|---|---|
| **Specification /** | Item shall be of 'SunPack" brand, 1st qlty, green colour, 50% shade. each bundle 150sqmtrs. |
| **Payment Terms** | After Delivery & Production of bill |
| **Tax** | Inclusive of all taxes |
| **Delivery Date** | Within 3 days |
| **Delivery Location** | Nilgiri Heights<br>pocharam<br>Phone. .9849497484 |
| **Penality For Delay** | Nil |
| **Transportation** | 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 Scaffolding work at flat no -7 beams upto 10 Floors purpose |
| **Completion Date** | Nil |
| **Measurment** | Nil |
| **Security** | Nil |
| **Remarks** | Original invioce +copy of proof of delivery is required to process invoice for payment .Do not send original 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 Realty Pocharam LLP*

Authorised Signatory

Accepted the above Terms And Conditions

For *Santosh Tarpaulin*

Name : ______________________ Name : ______________________ Date : __/__/____

| | | | | | | |
|---|---|---|---|---|---|---|
| Requisition Form | | | | | | |
| Company Name: | MRPLLP | Date: | 23-12-2022 | | | |
| Site & Phase : | NGH | Time: | 12.52 | | | |
| Unit No./Block No. | Scaffolding at Flat No - 7 Beams | | | | | |
| Supplier: | Santosh Tarpaulin | Req. No. | 182371 | | | |
| Material required before date: | 26-12-2022 | ID No. | ~~82880~~ | 82799 | | |
| S No | Item 7660 | Qty required | Qty available at site | Order Qty | Inward No | Inward Date |
| 1 | GENE9357-General Items-Gova Rope----Bundles 150 + 18 | 15 | 0 | 15 | | |
| 2 | | | | | | |
| 3 | 95420 | | | | | |
| 4 | | | | | | |
| 5 | | | | | | |
| 6 | | | | | | |
| 7 | | | | | | |
| 8 | | | | | | |
| 9 | | | | | | |
| 10 | | | | | | |
| Remarks: | For Scaffolding work at Flat No - 7 Beams Upto 10 Floors Purpose | | | | | |
| | | | | | | |
| | Engineer | Project Manager | | Purchase | | MD |
| Prepared By: | Vijay Raj | | | | | |
| Approved By: | | | | | | |
| Sign & Date: | 23-12-2022 | | | | | |

APPROVED
24 DEC 2022
P. VENKATESHWARLU
MANAGER PURCHASE