

PURCHASE DIVISION
Advice for approval for credit to supplier



Date: 13/01/2023		Prepared by: Venkatesh		Serial no. 13157	
Supplier name: Veldi Karunakar Raddy		Project: GMR		HO inward no.	
Firm/Company: MRMLLP		PO/WO date: 03/12/22		HO received date	
PO/WO No. 83164		Scan ID.			

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	183	30/12/22	1,23,900/-	☒ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):			1,23,900/-
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:			1,23,900
Amount E – PO / WO value:			1,23,900
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		23/01/2023	
Remarks: Final Bill			

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		V. Venkatesh			
Sign:					
Date		13 JAN 2023			
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.

INSTALLATION REPORT

Company/ firm:	MLMLLP	Requisition nos.:	187954
Project:	AMP	PO no.:	83164
Supplier:	Kanukorally	Material type:	Cera Board

Details of installation:

Sl. No.	Date of installation	Unit no.	Material details	Size	Qty
1.	3/12/2022	1	Cera Board (A-5/64)	1000 sq	1000 sq
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					

Total: 1000 sq

Remarks: All Works Completed.

Approved by	Project manager	Security	Admin (Audit)
	Ram prasanna		

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.

MRN No: 30/12/22

Received By: [Signature]

Purchase Order

Page(s) 1 Of 1

30-12-2022 16:22:08

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

Karunakar Reddy
8-2-125/120/3A/45, Banjara Hills, Noor Nagar, Road No.10, Hyderabad.

GSTIN 36AKGPR0150G1ZD

NA

NA

9440407992

Doc No	83164	187954
Doc Date	03-12-2021	
Quote No	Nil	
Quote Date	22-10-2018	
SupplyType	Supply	

Kind Attn : Mr. Karunakar Reddy

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 6163 - Miscellaneous - Cement Fiber board - NA - sft 6" wide x 10' length	1,000.00	105.00	0.00	18.00	123,900.00
Total Order Value . . .					123,900.00

Rupees : One Lakh(s) Twenty Three Thousand Nine Hundred Only.

Terms and Conditions :-**Specification / Brand** Items shall be of V-Plank brand cement fiber board. 8mm thick.**Payment Terms** 50% as advance & balance 50% on completion of work.**Tax** All taxes included in above price.**Delivery Date** Within 6days.

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** Included in the above price.**Warranty** Nil**Advance Paid** Rs. 61,950/- advance to be pay vide cheque no. , dtd.**Other Terms** We reserve the right to reject items not conforming to quality and specifications. Above order for A block 1 & 9 plumbing duct work purpose.**Completion Date** Work shall be completed within 4 days from the date of the work order.**Measurment** Nil**Security** Nil**Remarks**

Books of accounts verified and
no bills wrt this PO were
received by accounts

Name: Jayalambh

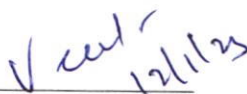
Sign: 

Date: 13/1/23

For **Modi Reality Mallapur LLP**

Authorised Signatory

Name : _____



Name : _____

Accepted the above Terms And Conditions

For **Karunakar Reddy**

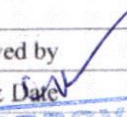
Date : __/__/__

FrRequisition Form

Company Name:	MODI REALTY MALLAPUR LLP	Date:	20.08.22
Site & Phase :	GULMOHAR RESIDENCY	Time:	10:31
Supplier		Req. No.	187954
Material required before date:	Urgent	ID No.	

No	Description	Size	Quantity	Units	Inward No	Date
1.	Cement Fiber Board	-	1000	Sft		
2.						
3.						
4.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						

Remarks: Towards A-Block External cera board work purpose

Prepared By	Rahul.T	Approved by	
Sign. & Date	20.08.22	Sign. & Date	

Note:

