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

Date:	18/01/23	Prepared by	Vanajakshi	Serial no.	13324
Supplier name	Sun Agency			HO inward no.	
Firm/Company	MRGV	Project	BRGV	HO received date	
PO/WO date	30/12/22	PO/WO No.	95621	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	501	31/12/22	1,591/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):			991/-
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report			
MRN nos.:	115702	Proof of delivery matches MRN	☑ Yes □ No
Amount B –Other Credits : Transportation charges			600/-
Amount C –Other Debits :			–
Amount D (D=A+B-C) – Amount to be credited to the supplier:			1,591/-
Amount E – PO / WO value:			991/-
Amount F – Difference (A – E):			600/-
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	23/01/23		
Remarks:	Final Bill		

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Vanajakshi				
Sign:	Vanaja				
Date	18/01/23				
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

Cell : 9912769501
9394753918

SUN AGENCY

Authorised Wholesale Stockist : Dr. Fixit, Roff, Mykarment Consturction Chemicals

A Division of Pidilite Industries Ltd. (FEVICOL)

H.No. 21-91, Shop No. 2, Street No. 10, Uttam Nagar, Malkajgiri,
Hyderabad - 500047. E-mail : sunagencyhyd@gmail.com, sunagencyhyd@yahoo.co.in

To, M/s. GST No. 36 ABFFM 3063 P1ZU

Modi Realty Genome valley LLP
Bloomdale Residency, Mothaipally

No. 501

Date 31/12/22

SL No.	Description	HSN Code	Packing Kg/Lt.	Qty.	Rate	Amount
1	M.Y.K Tile grout (brown)		1 Kg	10	42.00	420.00
2	M.Y.K Tile grout (Black)		1 Kg	10	42.00	420.00
	Site Engineer 9502211499					840.00
	P.O NO 95621 30.12.22				9% SGST:	75.60
					9% CGST:	75.60
					IGST :	
	(Rupees Nine ......)				TOTAL	991.00
						600.00
						1591.00

INWARD
Inward No: 2194 Dt: 31/12/22
MRN No: 115702 Dt: 2/1/2023
Received By: Sign
MODI REALTY GENOME VALLEY LLP

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: COU480
Sign:

GST NO. : 36AQCPM3317J1ZW

1. Goods once sold will not be taken back
2. Payment should be made as per the terms, otherwise interest @ 24% per annum will be charged
3. Subject to Hyderabad Jurisdiction

Bank Details :
ICICI Bank
Secunderabad Branch
A.C. No. : 004805011715
IFSC Code : ICIC0000048

TS10UI237

For SUN AGENCY

K.Phani

Authorised Signatory

SUN AGENCY HYD

Purchase Order

 30-12-2022 11:41:43 Origi

95621
27.12.22 3:29:43

From Company : **Modi Realty Genome Valley LLP**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36ABFFM3063P1ZU

Supplier Details				
Sun Agency		**Doc No**	95621	95298
Shop no.2, H.no-21-91, Street no 10, Uttam Nagar, Malkajgiri, Secunderabad-500047		**Doc Date**	30-12-2022	
		Quote No	NIL	
GSTIN 36AQCPM3317J1ZW		**Quote Date**	28-12-2022	
9394753918	9391787057	**SupplyType**	Supply	

Kind Attn : D.J.Kumar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	127800 - CHEM-Chemical - Tile grout cement based-Other-MYK - 1Kg - Kgs *Brown*	10.00	42.00	0.00	18.00	495.60
2	127800 - CHEM-Chemical - Tile grout cement based-Other-MYK - 1Kg - Kgs *Black*	10.00	42.00	0.00	18.00	495.60
					Total Order Value . . .	**991.20**

Rupees : Nine Hundred Ninty One and Paise Twenty Only.

Terms and Conditions :-

Specification /	All items shall be of MYK brand/company
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	Next Working Day.
Delivery Location	Bloomdale Residency at Genome Valley Murharipalli,servey no-31& 32 Phone. Madhu Site Engineer - 9502211499
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 forsite use purpose.
Completion Date	NA
Measurment	NA
Security	Nil
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.'

For ***Modi Realty Genome Valley LLP***

Authorised Signatory

Name : 30/12/2022

Accepted the above Terms And Conditions

For ***Sun Agency***

Name : ____________

Date : __/__/____

Requisition Form		Date:	28-12-2022				
Company Name:	MRGV	Time:	12:50				
Site & Phase :	BRGV						
Unit No./Block No.		Req. No.	95298				
Supplier:		ID No.	82990				
Material required before date:	PO 95620						
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date	
1	CHEM7736-Chemical-Tile grout cement based-Silk--1Kg-Kgs	25	0	25			
2	CHEM1579-Chemical-Tile grout cement based-White--1Kg-Kgs PO 95621	10	0	10			
3	CHEM9815-Chemical-Tile grout cement based-Other--1Kg-Kgs	10	0	10			
4	CHEM9815-Chemical-Tile grout cement based-Other--1Kg-Kgs	10	0	10			
5							
6							
7							
8							
9							
10							
Remarks:	sl.no:3 **brown** & sl.no: 4 **black**						
		Project Manager	APPROVED	Purchase		MD	
	Engineer	Sarwar	30 DEC 2022				
Prepared By:	Jeevana		MINISH PARIKH MANAGER PROCUREMENT				
Approved By:							
Sign & Date:							