

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:		02/01/23		Prepared by	Venkatesh	Serial no.	13935
Supplier name		Baleji Plywood & Hand work				HO inward no.	
Firm/Company		MRMLP		Project	GMR	HO received date	
PO/WO date		02/01/23		PO/WO No.	20230109010	Scan ID.	
Sl no.	Bill no.		Bill date		Bill amount	Original attached	
1.	1668		01/02/23		54850	☐ Yes ☐ No	
2.					—	☐ Yes ☐ No	
3.					—	☐ Yes ☐ No	
4.					—	☐ Yes ☐ No	
Amount A – Bills total (Excluding Transport & Hamali Charges):						54850.00	
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report							
MRN nos.:	Installation Report				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:						54850.00	
Amount E – PO / WO value:						54850.00	
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				06/01/23			
Remarks: Final Bill							
Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager		
Name:		Venkat					
Sign:							
Date		12 FEB 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.

TAX INVOICE**BALAJI PLYWOOD & HARDWARE**

Dealers in all kinds of :

Plywood Laminates, Fancy Hardware, Mdf & Venners

3/A, Beside Sindhura Hotel, Sagar Road, Karmanghat 'X' Road, Hyderabad-500 079.T.S.

Bill To: Modi Realty Mallapur LLP
5-4-187/344 IInd Floor Soham Nagar m.s
Pod sebad
 GSTIN: 36AAEPM1459R12P

PAN:

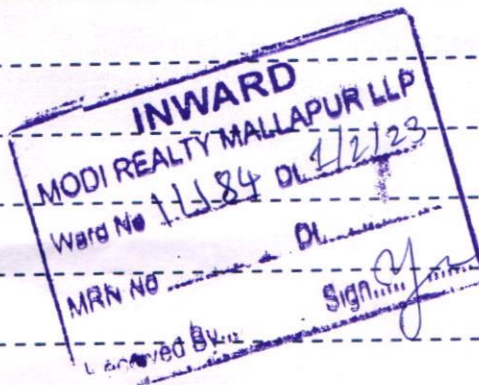
State: Telangana State Code 500003Invoice No. **1668** Date: 01/02/23P.O.No. 20230109010 Date: 9-1-23

Transport Name:

L.R.No/D.C.No.: TS 08FN 4108 Date:

Ship To:

S. No.	PARTICULARS	HSN CODE	QTY.	RATE	AMOUNT Rs. Ps.
1	False ceiling Plain Cyff Plat no:- 603		120	387	46483
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					



Please pay by A/C payee cheque in favour of BALAJI PLYWOOD & HARDWARE

TOTAL 46483

Rupees in words: Fifty four Thousands Eight

CGST @ (9)% 4183

hundred and Fifty one eight paise only

SGST @ (9)% 4183

IGST @ (-)% -

Goods once sold will not be taken back.
 Interest @ 2.5% p.m. or part there of will be charged after 30 days.

G.TOTAL : 54850

Balaji Plywood & Hardware

Receiver's Signature

E. & O.E.

Authorised Signatory

Purchase Order

Original

From Company: Modi Realty Mallapur LLP
5-4-187/3&4, 11nd FloorSoham MansionM.G.Road
Secunderabad, TELANGANA,500003
GSTNO:36AAEFM1459R1ZP

Delivery Location: Gulmohar Residency
Survey No 19, Mallapur, Hyderabad. Next to NFC Rai
Hyderabad, Telangana,500076
Ramprasad,9502211011

Supplier Details

Balaji Plywood & Hardware
Kamanghat X Road
Hyderabad, TG,500079
GSTIN:36FJMS1595G1ZK
9494656757

PO No	20230109010	Quote No	Nil
PO Date	09 Jan 2023	Quote Date	12 Jan 2023
Supply Type	Purchase Order		

SNo.	Item Name	Qty	Rate	Dis%	Taxable Amount	GST%						Amount
						IGST%	CGST%	SGST%	IGST AMT	CGST AMT	SGST AMT	
1	BULL 1521-Building Material-False Ceiling Plain-Gyp---sqm	120.00	387.36	0%	46,483	0%	9%	9%	0	4,183	4,183	54,850
Total Amount ...									0	4,183	4,183	54,850

Rupees in words : Fifty Four Thousands Eight Hundred And Fifty .one Eight PaiseOnly.

Rupees in words : Fifty Four Thousands Eight Hundred And Fifty .one Eight PaiseOnly.

Terms and Conditions:-

Purchase Order

Original

Additional Specifications	Inclusive of GST .
Tax :	Next day of PO
Delivery Date :	As given above.
Delivery Location :	By Vendor .
Transport:	27,425/- 50 % of PO value.
Advance Paid :	50% Advance Balance After delivery and on submission of bills.
Payment Terms :	Proof of delivery & original invoice must be delivered to Second floor, Soham Mansion, M.G. Road, Secunderabad- 03. Do not send to site.
Bill submission:	For D-Block Flat No.603
Other Terms:	Payment shall be made on quantity delivered at site.

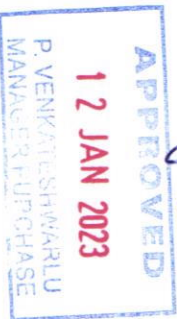
For Modi Realty Mallapur LLP

Authorised Signatory

Name :-

Sign:-

Date :-



Accepted the above Terms And Conditions
For Balaji Plywood & Hardware

Date :-

Requisition Form

Company Name	Modi Realty Mallapur LLP	Date	09 Jan 2023
Site Or Phase	Gulmohar Residency	Time	11:48:02
Flat/Villa/Other	D-block flat no. 603	Req.No.	208717
Material required before date		ID No	20230109003

S.No	Description	Qty Required	Qty Available at Site	Order Qty	Last Rate	Inward No	Date
1	BULL 1521-Building Material-False Ceiling Plain-Gyp---sqm	120.00	0	120.00	42.00		

Remarks: Supplier : Balaji plywood and hardware

Prepared By :- Rathul Talla

Sign:-

Date :- 09 Jan 2023

APPROVED
09 JAN 2023
P. VENKATESHWARLU
MANAGER PURCHASE

Approved By:-

Sign:-

Date:-

Note: On receipt of material at site write inward number and date in last two columns

INSTALLATION REPORT

Company/ firm:	M R M LLP	Requisition nos.:	2023 0109003
Project:	GMR	PO no.:	20230109010
Supplier:	Balaji Ply wood	Material type:	False ceiling

Details of installation: Hardware

Sl. No.	Date of installation	Unit no.	Material details	Size	Qty
1.	1-2-23	-	False ceiling Plain	-	120 Sam
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					

Total: 120 Sam

Remarks: All work completed
D-Block Patrol 603
Ward No: 11184 Dt: 1/2/23

Approved by	Project manager	MRR No:	Security	Dt:	Admin (Audit)
	<i>[Signature]</i>				
	31 JAN 2023	Received By:		Sign:	<i>[Signature]</i>

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.