PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	02/02/23	Prepared by	Venkatesh	Serial no.	13995
Supplier name	Balaji Plywood & Hardware			HO inward no.	
Firm/Company	MRMLLP	Project	GMR	HO received date	
PO/WO date	09/01/23	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	06/02/23
Remarks:	Final Bill

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		Venk			
Sign:		APPROVED			
Date		02 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.

GSTIN: 36FJMPS1595G1ZK

Subject to Hyderabad Jurisdiction

Cell: +91-95733 56201
Cell: +91-77021 97382

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
5-4-187/3&4, II nd Floor Soham Mansion M.G Road Secbad
GSTIN: 36AAEFM1459R1Z1P
PAN:
State: Telangana State Code 500003

Invoice No. 1668 Date: 01/02/23
P.O.No. 20230109010 Date: 9-1-23
Transport Name:
L.R.No/D.C.No.: TS08FN4108 Date:
Ship To:

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

INWARD
MODI REALTY MALLAPUR LLP
Ward No 1184 Dt. 1/2/23
MRN No Sign.
Received By

SUMMIT SALES LLP
IN WARD
No: 10504
Date: 2/2/23
Sign:
R.R. DIST.

Please pay by A/C payee cheque in favour of BALAJI PLYWOOD & HARDWARE	TOTAL	46483
Rupees in words: Fifty four Thousands Eight hundred and Fifty one eight paise only	CGST @(9)%	4183
	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, IInd 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 Karmanghat 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	BUIL1521-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.

Terms and Conditions:-

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	Accepted the above Terms And Conditions For Balaji Plywood & Hardware
Authorised Signatory	
APPROVED 12 JAN 2023 P. VENKATESHWARLU MANAGER PURCHASE	
Name :-	
Sign:-	
Date :-	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	BUIL1521-Building Material-False Ceiling Plain-Gyp---sqm	120.00	0	120.00	42.00		

Remarks: Supplier : Balaji plywood and hardware

APPROVED
09 JAN 2023
P. VENKATESHWARLU
MANAGER PURCHASE

Prepared By :- Rahul Talla

Sign:-

Date :- 09 Jan 2023

Approved By:-

Sign:-

Date:-

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

INSTALLATION REPORT

Company/ firm:	MRMLLP	Requisition nos.:	20230109003
Project:	GMR	PO no.:	20230109010
Supplier:	Balaji Plywood & Hardware	Material type:	false ceiling

Details of installation:

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

Remarks: All work completed
D-Block Flat no. 603

INWARD
[illegible] REALTY MALLAPUR LLP
Ward No: 11184 Dt. 1/2/23
MRN No: Dt:
Received By: Sign

Approved by	Project manager	Security	Admin (Audit)
	APPROVED BY [signature] 31 JAN 2023		

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.