

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:		02/02/23		Prepared by	Venkatess	Serial no.	13936
Supplier name		Sales plywood & Hardware				HO inward no.	
Firm/Company		MRM LLP		Project	GMR	HO received date	
PO/WO date		10/01/23		PO/WO No.	20230110003	Scan ID.	
Sl no.	Bill no.		Bill date		Bill amount	Original attached	
1.	1667		01/02/23		70,086.200	☐ Yes ☐ No	
2.					—	☐ Yes ☐ No	
3.					—	☐ Yes ☐ No	
4.					—	☐ Yes ☐ No	
Amount A – Bills total (Excluding Transport & Hamali Charges):						70,086.200	
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:						70,086.200	
Amount E – PO / WO value:						70,086.200	
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				06/02/2023			
Remarks: Find M4							
Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager		
Name:		Venkatess					
Sign:		07 FEB 2023					
Date							
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: <u>Modi Realty Mallapur LLP</u>	Invoice No: <u>1667</u> Date: <u>04/01/23</u>
<u>5-4-187/354 IInd floor Soham Mallapur Mallapur</u>	P.O.No: <u>20230110003</u> Date: <u>10-1-23</u>
Subd: <u>36AAEFM1459R12P</u>	Transport Name: _____
GSTIN: _____	L.R.No/D.C.No: <u>PS08FN 4108</u> Date: _____
PAN: _____	Ship To: _____
State: <u>Telangana</u> State Code: <u>500003</u>	

S. No.	PARTICULARS	HSN CODE	QTY.	RATE	AMOUNT Rs. Ps.
1	Falce ceiling Desinger Gyp Platro:- 605		120	494	59395/-
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					

INWARD
MODI REALTY MALLAPUR LLP
Ware No: 11183 Date: 9/2/23
MRN No: _____
Received By: _____ Sign: _____

UNMIT SALES LLP
IN WARD
No: 105103
Date: 2/2/23
Sign: _____
R.R. DIST.

Please pay by A/C payee cheque in favour of BALAJI PLYWOOD & HARDWARE	TOTAL	59395
Rupees in words: <u>Seventy thousand eighty six</u> <u>three Four paise only.</u>	CGST @ (9) %	5346/-
	SGST @ (9) %	5346
	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 :	70086.00

Balaji Plywood & Hardware

Receiver's Signature

E.& O.E.

Balaji
Authorised Signatory

INSTALLATION REPORT

Company/ firm:	MRNLLP	Requisition nos.:	20230109010
Project:	GMR	PO no.:	20230110003
Supplier:	Balaji Plywood	Material type:	False ceiling

Details of installation:

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

Total: 120 Sgm

Remarks: All work completed
D-Brock Platno. 605 LLP
Ward No: 11183 1/2/23

Approved by	Project manager	MRN No.	Security	Admin (Audit)
	21 JAN 2023	Received By:	Sign:	

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.

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 Kamanghat X Road Hyderabad,TG,500079 GSTIN:36FJMS1595G1ZK ,9494656757				PO No 20230110003 Quote No Nil					
				PO Date 10 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 1535-Building Material-False Ceiling Designer-Gyp---sqm	120.00	494.96	0%	59,395	0%	9%	9%	0	5,346	5,346	70,086	
Total Amount ...										0	5,346	5,346	70,086
Rupees in words : Seventy Thousands Eighty Six .three Four 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:	35,043/- 50 % of PO value.
Advance Paid :	50% Advance Balance After material 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 605 Flat 6th Floor
Other Terms:	Payment shall be made on quantity delivered at site.

For Modi Realty Mallapur LLP

Authorised Signatory

APPROVED

Name :-

12 JAN 2023

Sign:-

P. VENKATESHWARLU
MANAGER PURCHASE

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	01:08:36
Flat/Villa/Other	D-605 6th floor	Req.No.	208724
Material required before date		ID No	20230109010

S.No	Description	Qty Required	Qty Available at Site	Order Qty	Last Rate	Inward No	Date
1	BULL1535-Building Material-False Ceiling Designer-Gyp---sqm	120.00	0	120.00	521.00		

Remarks: supplier balaji plywood & Hardware

Prepared By :- Sai Kumar P

Approved By:-

Sign:-

Sign:-

Date :- 09 Jan 2023

Date:-



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