PURCHASE DIVISION
Advice for approval for credit to supplier

6

Date:	10/02/2023	Prepared by	Vanajakshi	Serial no.	14413
Supplier name	Abdul Aziz			HO inward no.	
Firm/Company	MRGV	Project	BRGV	HO received date	
PO/WO date	10/10/2022	PO/WO No.	92758	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	033	9/02/2022.	19,201/-	□ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):			19,201/-
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:			19,205/-
Amount E – PO / WO value:			19,201/-
Amount F – Difference (A – E):			4/-
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	20/02/2023		
Remarks:			

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Vanajakshi				
Sign:	Vanaja				
Date	10/02/2023				
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.

ABDUL AZIZ

TAX INVOICE CASH / CREDIT

Cell : 9908194281
9182242690

ABDUL AZIZ

Supplier & Contractors

Spl. in : Plaster of Paris, False Ceiling, Gypsum Board, Partition Works, Thermacol Ceiling, Armstrong, Border, Flower & All Types of Ceiling Works.

14-1-96/3/B, Allapur, Borabanda, Hyderabad - 500 018. Email : rkdecorators@gmail.com

Seller GST No.: 36AYAPA9482A2ZQ
Pan No. AYAPA9482A
Mode of Transport :
Product Reference No.
State : Telangana, State Code : 36

Invoice No. : 033
Invoice Date : 09/02/2022
Date of Supply :
PO No. & Date :

Details of Receiver / Billed to :
Name : Modi Realty Genome Vally LLP
Address :
Buyer GSTIN 36ABFFM3063P1Z11
State Telangana Code 36

Details of Delivery Address :
Name :
Address :
Buyer GSTIN
State Code

S.No.	NAME OF THE PRODUCT	HSN Code	Qty.	Unit Price	Taxable Value
1	false ceiling club house	998391	452	36	16,272

SUMMIT SALES LLP * R.R. DIST. * IN WARD No: 11598 Date: 10/2 Sign:

Total Invoice Amount : (Inwords) Ninteen thousand two hundred only

Total Amount Before Tax	16,272
Add CGST @ 9 %	1464.48
Add SGST @ 9 %	1464.48
Add IGST @ %	
Total Amount GST	29,28.96
Total Amount After Tax	19,200.96
GST Payable on Reverse Charge	

Goods once sold will not be taken back.
Our responsibility ceases once delivery made.

For **ABDUL AZIZ**

 10-10-2022 16:07:57

Purchase Order

Original

92758
03.10.22 5:43:28

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			
Abdul Aziz #14-1-96/3/B, Allapur, Borabanda, Hyderabad - 500018	**Doc No**	92758	95215
	Doc Date	10-10-2022	
	Quote No	NIL	
GSTIN 36AYAPA9482A2ZQ	**Quote Date**	08-10-2022	
9908194281	**SupplyType**	Supply And Installation	

Kind Attn : Mr. Abdul Aziz

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	152100 - BUIL-Building Material - Plain False Ceiling-Gypsum- - - - Sqm	42.00	387.50	0.00	18.00	19,204.50
					Total Order Value . . .	**19,204.50**

Rupees : Ninteen Thousand Two Hundred Four and Paise Fifty Only.

Terms and Conditions :-

Specification / Brand	Above rate as per guideline cir.no.852(E) dtd. 19-07-2021 issued by our M.D. and accepted by contractor. Above rates are inclusive of all.
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	Within 4days.
Delivery Location	Bloomdale Residency at Genome Valley Murharipalli,servey no-31& 32 Phone. Madhu Site Engineer - 9502211499
Penality For Delay	Bills must be submitted to H.O. within 30 days of completion of work. 10% plty on value of order will be deducted for delay in submission of bills.
Transportation Cost	Included in the above price.
Warranty	One year on workmanship
Advance Paid	nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for clubhouse and toilets of 103 and creche purpose.
Completion Date	Work to be completed in 4days. Penalty of 5% of order value per week shall be levied for delay.
Measurment	Payment will be made as per measurement of laid and fixed material. Wastage at suppliers cost.
Security	Supplier shall be responsible for security and storage of material at site at its risk and cost.
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.'

Recieved POD on → 02/02/23
Bill Recieved on → 09/02/23

For *Modi Realty Genome Valley LLP*

Authorised Signatory

11/10/22

Name : ____________

Contact

Accepted the above Terms And Conditions

For *Abdul Aziz*

Name : ____________

Date : __/__/____

Requisition Form						
Company Name:	MRGV	Date:	08.10.2022			
Site & Phase :	BRGV	Time:	17:00PM			
Unit No./Block No.	I					
Supplier:	Abdhul Aziz	Req. No.	95215			
Material required before date:		ID No.	80417			
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date
1	BUIL1521-Building Material-Plain False Ceiling-Gypsum---Sqm 41+18%. 92758.	42	0	42		
2						
3						
4						
5						
6						
7						
8						
9						
10						
Remarks:	Towards Clubhouse and Toilets of 103 and creche purpose (repair work)					
	Engineer	Project Manager		Purchase		MD
Prepared By:	Pushpalatha					
Approved By:	Sarwar					
Sign & Date:	08-10-2022					

APPROVED
11 OCT 2022
MINISH PARIKH
MANAGER PROCUREMENT

Construction division
Advice for giving credit to contractors/suppliers.

Sl. No. – site bills register	92	Date - site bills Register	30-11-22
Company Name:	MRGV	Site:	BOGV
Name of Contractor	Abdul aziz		
Nature of work	False ceiling		
Work done	From Date 1-10-22	To Date	30-11-22

Sl. No.	Villa/Flat/block no.	Qty.	Rate	Units	Amount	Contractors bill no
1.	Club House	452	36	Sft	16,272	
2.						
3.						
4.						
5.						
6.	CGST 9%				1,464.48	
7.	SGST 9%				1,464.48	
8.						
9.						
10.						
11.	Total:				19,200/-	

Bill required	☐ YES ☐ NO.	GST bill required	☐ YES ☐ NO.
Measurement & estimate sheet:	☐ Required ☐ Not required	Measurement & estimate sheet:	☐ Enclosed ☐ Not enclosed
PO/WO no.	92758	PO/WO date:	10-10-22

Remarks : work Completed

Approved by Project Manager	Approved by Design Team	Approved by M.D.
Date: 30-11-22	Date:	Date:
Sign: Syed Golam Sarwar	Sign:	Sign:

Notes: 1. This advice must be sent within 7 days of completing work. 2. This form can be used for certifying labour bills, bills for hire charges, earth work, turnkey civil contractors. 3. Wherever not applicable – fill NA. 4. Estimate and measurement sheets are not required for turnkey jobs where guideline rates are clearly given.

APPROVED BY
30 NOV 2022
SYED GOLAM SARWAR
Asst. Project Manager/BRGV