PURCHASE DIVISION

Advice for approval for credit to supplier

| | | | | | |
|---|---|---|---|---|---|
| Date: | 16/02/23 | Prepared by | Ashajyothi | Serial no. | 14604 |
| Supplier name | Sri Sai Vishal Enterprises | | | HO inward no. | |
| Firm/Company | Crescentia labs | Project | GV one | HO received date | |
| PO/WO date | 10/01/23 | PO/WO No. | 20230110006 | Scan ID. | |

| Sl no. | Bill no. | Bill date | Bill amount | Original attached |
|---|---|---|---|---|
| 1. | 106 | 10/02/23 | 39,600/- | ☑ Yes □ No |
| 2. | 107 | 10/02/23 | 39,600/- | ☑ Yes □ No |
| 3. | 105 | 09/02/23 | 36,000/- | ☑ Yes □ No |
| 4. | | | | □ Yes □ No |

| | |
|---|---|
| Amount A – Bills total (Excluding Transport & Hamali Charges): | 1,15,200/- |
| Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report | |
| MRN nos.: Cement blocks 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: | 1,15,200/- |
| Amount E – PO / WO value: | 1,15,199/- |
| 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 | 20/02/23 |
| Remarks: | Final bill |

| Approved by | Purchase Officer | Purchase Manager | M D | Accountant | Accounts Manager |
|---|---|---|---|---|---|
| Name: | Ashajyothi | APPROVED | | | |
| Sign: | [signature] | 16 FEB 2023 | | | |
| Date | 16/02/23 | MINISH PARIKH | | | |
| Approval limit | Upto 20k | MANAGER PROCUREMENT Upto 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

✆ : 8367679193

# SRI SAI VISHAL ENTERPRISES

## FLY ASH BRICKS

**Factory :** Godumakunta Vill., Keesara Mdl, Medchal Dist.
**Office :** Street No. 17, Tarnaka, Secunderabad.

**GSTIN : 36ACZPL1512H1ZF**

(COMPOSITION TAXABLE PERSON NOT ELIGIBLE TO COLLECT TAX ON SUPPLIES)

M/s Crescentia Labz
Thumkunta

Party GSTIN 36AADCB2608M1Z0

**Inv. No.** 106 Date : 10.02.23

D.C. No. 225, 226 Date :

P. O. 20230110086 Date :

Payment

State : **TELANGANA** Code : **36**

| S.No. | PARTICULARS | HSN CODE | QTY. | RATE | UNIT | AMOUNT Rs. Ps. |
|---|---|---|---|---|---|---|
| 1. | **20 mm Metal** | | | | | |
| 2. | **Baby Chips** | | | | | |
| 3. | **Stone Dust** | | | | | |
| 4. | **Sand** | | | | | |
| 5. | **Red Mutti** | | | | | |
| 6. | **Granite** | | | | | |
| 7. | **40mm Hand Metal** | | | | | |
| 8. | **Crusher Sand** | | | | | |
| 9. | **12mm Metal** | | | | | |
| 10. | **Flyash Bricks** | | | | | |
| | **4X8X16** | | | | | |
| | **6X8X12** | | | | | |
| | ✓**6X8X16** → | | 1100 | 36 | Nos | 39,600=00 |
| | **8X8X12** | | | | | |
| | **8X8X16** | | | | | |

SUMMIT SALES LLP R.R. DIST. IN WARD No. 10570 Date: 13/2 Sign:

Rupees in words Thirty nine Thousand Six Hundred only

| | | |
|---|---|---|
| **TOTAL** | | 39,600=00 |
| SGST @ | % | – |
| CGST @ | % | – |
| **GRAND TOTAL** | | 39600=00 |

**Name** : **SRI SAI VISHAL ENTERPRISES**
**Bank Name** : **HDFC BANK**
**Account No.** : **50200042541343**
**IFSC Code** : **HDFC0000368** **Branch : Nacharam**

E. & O.E.

For **SRI SAI VISHAL ENTERPRISES**

TAX INVOICE ✆ : 8367679193

# SRI SAI VISHAL ENTERPRISES

**FLY ASH BRICKS**

**Factory :** Godumakunta Vill., Keesara Mdl, Medchal Dist.
**Office :** Street No. 17, Tarnaka, Secunderabad.
**GSTIN : 36ACZPL1512H1ZF**
(COMPOSITION TAXABLE PERSON NOT ELIGIBLE TO COLLECT TAX ON SUPPLIES)

M/s Crescentia Labs
Thurakapally

Party GSTIN 36AADCB2608M1Z0

**Inv. No.** 107 Date : 10.02.23
D.C. No. 227, 230 Date :
P. O. 202J0110006 Date :
Payment
State : **TELANGANA** Code : **36**

| S.No. | PARTICULARS | HSN CODE | QTY. | RATE | UNIT | AMOUNT Rs. Ps. |
|---|---|---|---|---|---|---|
| 1. | **20 mm Metal** | | | | | |
| 2. | **Baby Chips** | | | | | |
| 3. | **Stone Dust** | | | | | |
| 4. | **Sand** | | | | | |
| 5. | **Red Mutti** | | | | | |
| 6. | **Granite** | | | | | |
| 7. | **40mm Hand Metal** | | | | | |
| 8. | **Crusher Sand** | | | | | |
| 9. | **12mm Metal** | | | | | |
| 10. | **Flyash Bricks** | | | | | |
| | **4X8X16** | | | | | |
| | **6X8X12** | | | | | |
| | ✓ **6X8X16** → | | 1100 | 36 | Nos | 39.600=00 |
| | **8X8X12** | | | | | |
| | **8X8X16** | | | | | |

SUMMIT SALES LLP
IN WARD
No: 105240
Date: 13/2
Sign:
R.R. DIST.

Rupees in words Thirty nine Thousand Six Hundred only

| | |
|---|---|
| **TOTAL** | 39,600=00 |
| SGST @ % | - |
| CGST @ % | - |
| **GRAND TOTAL** | 39,600=00 |

**Name** : **SRI SAI VISHAL ENTERPRISES**
**Bank Name** : **HDFC BANK**
**Account No.** : **50200042541343**
**IFSC Code** : **HDFC0000368** **Branch : Nacharam**

**E. & O.E.**

For **SRI SAI VISHAL ENTERPRISES**

TAX INVOICE

✆ : 8367679193

# SRI SAI VISHAL ENTERPRISES

## FLY ASH BRICKS

**Factory :** Godumakunta Vill., Keesara Mdl, Medchal Dist.

**Office :** Street No. 17, Tarnaka, Secunderabad.

**GSTIN : 36ACZPL1512H1ZF**

(COMPOSITION TAXABLE PERSON NOT ELIGIBLE TO COLLECT TAX ON SUPPLIES)

M/s Crescentia Labs
Thurakapally

Party GSTIN 36AADCB2608M1Z0

Inv. No. 105 Date : 09.02.23

D.C. No. 223, 224 Date :

P. O. 202301110006 Date :

Payment

State : **TELANGANA** Code : **36**

| S.No. | PARTICULARS | HSN CODE | QTY. | RATE | UNIT | AMOUNT Rs. Ps. |
|---|---|---|---|---|---|---|
| 1. | **20 mm Metal** | | | | | |
| 2. | **Baby Chips** | | | | | |
| 3. | **Stone Dust** | | | | | |
| 4. | **Sand** | | | | | |
| 5. | **Red Mutti** | | | | | |
| 6. | **Granite** | | | | | |
| 7. | **40mm Hand Metal** | | | | | |
| 8. | **Crusher Sand** | | | | | |
| 9. | **12mm Metal** | | | | | |
| 10. | **Flyash Bricks** | | | | | |
| | **4X8X16** | | | | | |
| | **6X8X12** | | | | | |
| | **6X8X16** | | | | | |
| | **8X8X12** | | | | | |
| | ✓ **8X8X16** → | | 800 | 45 | Nos | 36000.00 |

SUMMIT SALES LLP R.R. DIST. IN WARD No. 105/2022 Date: 13/2 Sign:

Rupees in words Thirty Six Thousand only

| | |
|---|---|
| TOTAL | 36000.00 |
| SGST @ % | – |
| CGST @ % | – |
| GRAND TOTAL | 36000.00 |

**Name : SRI SAI VISHAL ENTERPRISES**
**Bank Name : HDFC BANK**
**Account No. : 50200042541343**
**IFSC Code : HDFC0000368** **Branch : Nacharam**

E. & O.E.

For **SRI SAI VISHAL ENTERPRISES**

20230110006
07.01.23 11:45:09

# Purchase Order

Original

| | | | |
|---|---|---|---|
| From Company: | Crescentia Labs<br>,,<br>GSTNO:36AADCB2608M1Z0 | Delivery Location: | GV One<br>Plot No.165-B,MN Park Phase-I, Sy No. 230 to 243,<br>Hyderabad,Telangana,<br>Ansari,04066335551 |

| Supplier Details | | | | |
|---|---|---|---|---|
| Sri Sai Vishal Enterprises<br>12-13-167,street no.17Tarnakamedchal-malkajgiri<br>Hyderabad,TG,500017<br>GSTIN:36ACZPL1512H1ZF<br>Akula Lakshmi,9391029193 | PO No | 20230110006 | Quote No | NIL |
| | PO Date | 10 Jan 2023 | Quote Date | 10 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 | BUIL3655-Building Material-Solid Block---150x200x400mm-Nos. | 2,200.00 | 30.51 | 0% | 67,122 | 0% | 9% | 9% | 0 | 6,041 | 6,041 | 79,204 |
| 2 | BUIL5675-Building Material-Solid Block---200x200x400mm-Nos. | 800.00 | 38.13 | 0% | 30,504 | 0% | 9% | 9% | 0 | 2,745 | 2,745 | 35,995 |
| | | | | | | | | **Total Amount ...** | 0 | 8,786 | 8,786 | 1,15,199 |

Rupees in words : One Lakh Fifteen Thousands One Hundred And Ninety Eight .six Eight PaiseOnly.

Terms and Conditions:-

| | |
|---|---|
| Additional Specifications | Inclusive of GST and other taxes. |
| Tax : | Within 1 days of PO |
| Delivery Date : | As given above. |
| Delivery Location : | By Vendor or Purchaser |
| Transport: | Nil. |
| Advance Paid : | Within ____ days of 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. |

# Purchase Order

Original

| | |
|---|---|
| Bill submission: | Nill. |
| Other Terms: | Item No-1 Delivery Immediate,Item No-2, 7 TO 10 Days. |

| | |
|---|---|
| For Crescentia Labs | Accepted the above Terms And Conditions<br>For Sri Sai Vishal Enterprises |
| Authorised Signatory | |
| Name :- | |
| Sign:- | |
| Date :- | Date :- |

APPROVED
10 JAN 2023
MINISH PARIKH
MANAGER PROCUREMENT

Sri Sai Vishal.

# Requisition Form

| | | | |
|---|---|---|---|
| Company Name | Crescentia Labs | Date | 09 Jan 2023 |
| Site Or Phase | GV One | Time | 04:54:40 |
| Flat/Villa/Other | - | Req.No. | 195138 |
| Material required before date | | ID No | 20230109011 |

| S.No | Description | Qty Required | Qty Available at Site | Order Qty | Last Rate | Inward No | Date |
|---|---|---|---|---|---|---|---|
| 1 | BUIL3655-Building Material-Solid Block---150x200x400mm-Nos. | ~~46~~ 36 2,200.00 | 0 | 2,200.00 | 38.00 | | |
| 2 | BUIL5675-Building Material-Solid Block---200x200x400mm-Nos. | 45 800.00 | 0 | 800.00 | 38.00 | | |

Remarks: Site office use purpose

Prepared By :- Ansari

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

APPROVED

10 JAN 2023

MINISH PARIKH
MANAGER PROCUREMENT



10/01/23 10:32:56 AM

Internal memo no. 903/35/A
Annexure -D
Cement Blocks – Weekly Delivery Report

| | | | | | |
|---|---|---|---|---|---|
| Company/ firm: | Crescentia Las Pvt Ltdr | Requisition nos.: | 195138 | Total PO quantity: | 3000 |
| Project: | GV ONE | PO No. | 20230110006 | Quantity delivered in earlier period. | 2200 |
| Block /Flat / Villa no.: | Towards site office purpose | Total material delivered | Yes/ No | Quantity delivered during week: | 2200 |
| Supplier: | Sri Sai Vishal Enterprises | Close PO: | Yes / No | Balance quantity to be delivered: | - |
| Sign of security | | Sign of Admin | | Sign of Project manager | |
| Date | 13.01.23 | Date | 13.01.23 | Date | 13.01.23 |

Details of solid blocks – delivered in earlier period.

| S No | Date | Time | Block Size & type | Quantity delivered | DC No. | Inward no. | MRN No. |
|---|---|---|---|---|---|---|---|
| 1 | 12.01.23 | 12:23 PM | Solid bricks (6"x8"x16") | 550 | 225 | 1039 | 20230121003 |
| 2. | 13.01.23 | 2:00 PM | Solid bricks (6"x8"x16") | 550 | 226 | 1040 | 20230121003 |
| 3. | 17.01.23 | 2:00 PM | Solid bricks (6"x8"x16") | 550 | 227 | 1041 | 20230121003 |
| 4. | 19.01.23 | 3:00 PM | Solid bricks (6"x8"x16") | 550 | 230 | 1044 | 20230121003 |
| | Total: | | | 2200 | | | |

Details of solid blocks – delivered during the week.

| S No | Date | Time | Block Size & type | Quantity delivered | DC No. | Inward no. | MRN No. |
|---|---|---|---|---|---|---|---|
| | | | | | | | |
| | Total: | | | | | | |

Remarks:

Note: 1. Report to be emailed to purchase@modiproperties.com and report-audit@modiproperties.com every Saturday. 2. Maintain original along with delivery challans along with photos at site. 3. Report must have totals calculated. 4. Specify block size and block type (solid / hollow). 5. Total quantity and delivered quantity includes all types of blocks. 6. One running report must be made per PO.



15/02/2023

Internal memo no. 903/35/A

Annexure -D

Cement Blocks – Weekly Delivery Report

| | | | | | |
|---|---|---|---|---|---|
| ..pany/ firm: | Crescentia Labs Pvt Ltd | Requisition nos.: | 195138 | Total PO quantity: | 3000 |
| Project: | GV One | PO No. | 2023011006 | Quantity delivered in earlier period: | 800 |
| Block /Flat / Villa no.: | Towards site office use purpose | Total material delivered | Yes/ No | Quantity delivered during week: | 800 |
| Supplier: | Sri Sai Vishal Enterprises | Close PO: | Yes / No | Balance quantity to be delivered: | 2200 |
| Sign of security | | Sign of Admin | | Sign of Project manager | |
| Date | 11-01-23 | Date | 11-01-23 | Date | 11-01-23 |

Details of solid blocks – delivered in earlier period.

| S No | Date | Time | Block Size & type | Quantity delivered | DC No. | Inward no. | MRN No. |
|---|---|---|---|---|---|---|---|
| 1 | 11-01-23 | 12.23 PM | Solid bricks (8"x8"x16") | 800 | 223,224 | 1037 | 20230111001 |
| | Total: | | | 800 | | | |

Details of solid blocks – delivered during the week.

| S No | Date | Time | Block Size & type | Quantity delivered | DC No. | Inward no. | MRN No. |
|---|---|---|---|---|---|---|---|
| | | | | | | | |
| | Total: | | | | | | |

Remarks: Remaining qty will be receive later.

Note: 1. Report to be emailed to purchase@[illegible] and report-[illegible] every Saturday. 2. Maintain original along with delivery challans along with photos at site. 3. Report must have totals calculated. 4. Specify block size and block type (solid / hollow). 5. Total quantity and delivered quantity includes all types of blocks. 6. One running report must be made per PO.



15/02/2023