PURCHASE DIVISION
Advice for approval for credit to supplier

| | | | | | |
|---|---|---|---|---|---|
| Date: | 06.03.23 | Prepared by | V. RAVI | Serial no. | 14688 |
| Supplier name | PARSHVA GLOBAL | | | HO inward no. | |
| Firm/Company | HMRKLLP | Project | G.H.P | HO received date | |
| PO/WO date | 04.08.22 | PO/WO No. | 90703 | Scan ID. | |

| Sl no. | Bill no. | Bill date | Bill amount | Original attached |
|---|---|---|---|---|
| 1. | 341 | 17.10.22 | 3646-w | ☑ Yes □ No |
| 2. | | | | □ Yes □ No |
| 3. | | | | □ Yes □ No |
| 4. | | | | □ Yes □ No |

| | | | |
|---|---|---|---|
| Amount A – Bills total (Excluding Transport & Hamali Charges): | | | 3646-w |
| Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report | | | |
| MRN nos.: | | Proof of delivery matches MRN | □ Yes □ No |
| Amount B –Other Credits : Transportation charges | | | 649-w |
| Amount C –Other Debits : | | | — |
| Amount D (D=A+B-C) – Amount to be credited to the supplier: | | | 4295-w |
| Amount E – PO / WO value: | | | 3646-w |
| Amount F – Difference (A – E): | | | 649-w |
| 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 | NIL | | |
| Remarks: | Transportation charges extra & 100% Advance paid final bill & close the P.O. | | |

| Approved by | Purchase Officer | Fr Purchase Manager | M D | Accountant | Accounts Manager |
|---|---|---|---|---|---|
| Name: | | V.RAVI | | | |
| Sign: | | [signature] | | | |
| Date | | 06.03.23 | | | |
| 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.

MODI PROPERTIES PVT. LTD. ★ SEC'BAD ★
INWARD
No. 9199
Date 6/3/23
Sign.

Form for closure of purchase order

| Data required from site/engineers | | | | | | |
|---|---|---|---|---|---|---|
| PO no. | 90703 | PO date: | 04/08/22 | Req. no.: | 14215 | Advice Scan ID |
| MRN nos. related to PO | | | | | | |

| | |
|---|---|
| ☐ | Part material received. |
| ☑ | Full material received. |
| ☐ | Material not received. |
| ☐ | Close PO – Balance material will be re-ordered by new requisition |
| ☐ | Cancel PO. Material not required. |
| ☐ | Cancel PO. Material will be re-ordered by new requisition. |
| ☐ | Keep PO open. Material required. |
| ☐ | Keep PO open. Work under progress. |
| Remarks by engineer | |

Notes: 1. Provide details of material received by way of separate attachment. 2. Provide hardcopy of DCs/proof of delivery + PO. 3. Provide copies of invoices if available. 4. This entire set to be sent by way of hard copy to Ashaiya.

| Prepared by | Sign | Date | Project manager | Sign | Date |
|---|---|---|---|---|---|
| D. Devi | D. Devi | 09/02/23. | A. Suresh | [signature] | 09/02/23 |

Data required from accounts:

| | | | |
|---|---|---|---|
| ☐ | Checked with E&D for receipt of bills. | | |
| ☑ | Bills not received against this PO. | | |
| ☐ | Part bill received against this PO. | Bill nos. | |
| ☐ | All bills received against this PO. | | |
| ☑ | Advance paid against this PO. | Amount paid | 3646/- Dt.17-08-2022 & 4649/- Dt.24-09-2022 |

Remarks by Accountants: 100% Advance paid but not bill received.

Notes: 1. Pos issued for false ceiling and such works may have been processed by E&D. Check before filling the above.

| Prepared by | Sign | Date | Accounts manager (approval required for PO more than 10k) | Sign | Date |
|---|---|---|---|---|---|
| S. Akpullu | S.Akpullu | 28-02-2023 | | | |

Advice by MD - action to be taken by purchase:

| | | | |
|---|---|---|---|
| ☑ | Get certified bill from supplier (not original). | | |
| ☐ | Prepare bill in SSLLP for material supplied. | | |
| ☐ | Get proof of delivery from site. | | |
| ☐ | Barcoded PO missing – get certified copy from Accounts. | | |
| ☑ | Thereafter, prepare advice to credit to supplier and send to HO for processing. | | |
| ☑ | Close PO | ☐ | Keep PO open. Material awaited |
| ☐ | Send barcoded PO to MDs desk. PO to be closed thereafter. | | |
| ☐ | Accounts to be reconciled with supplier. Suppliers ledger required from 1.4.2021. | | |
| ☐ | Accounts to be reconciled with supplier. Suppliers ledger required from 1.4.2020. | | |
| ☐ | RMC supplier – suppliers ledger required from 1.4.2020. Process bill after thoroughly checking both the ledgers and all pour reports. Pour reports from day one to be thoroughly checked with Pos/Bills. Thereafter, prepare advice to credit to supplier and send to HO for processing. Close all open POs. | | |
| ☐ | E&D to check receipt of bill and enter comments below. | | |
| ☐ | Details of material supplied and balance material to be supplied is required. | | |
| Remarks: | | | |

| Prepared by | Sign | Date |
|---|---|---|
| | | |

APPROVED BY
02 MAR 2023
SOHAM MODI
MANAGING DIRECTOR

closure form

Form for closure of purchase order

| Data required from site/engineers: | | | | | | |
|---|---|---|---|---|---|---|
| PO no.: | 90703 | PO date: 04/08/22 | Req. no.: | 04215 | Advice Scan ID | |
| MRN nos. related to PO | | | | | | |

| | |
|---|---|
| ☐ | Part material received. |
| ☑ | Full material received. |
| ☐ | Material not received. |
| ☐ | Close PO – Balance material will be re-ordered by new requisition. |
| ☐ | Cancel PO. Material not required. |
| ☐ | Cancel PO. Material will be re-ordered by new requisition. |
| ☐ | Keep PO open. Material required. |
| ☐ | Keep PO open. Work under progress. |

Remarks by engineer:

Notes: 1. Provide details of material received by way of separate attachment. 2. Provide hardcopy of DCs/proof of delivery + PO. 3. Provide copies of invoices if available. 4. This entire set to be sent by way of hard copy to Ashaiya.

| Prepared by | Sign | Date | Project manager | Sign | Date |
|---|---|---|---|---|---|
| D. Devi | D. Devi | 09/02/23. | A. Suresh | | 09/02/23 |

Data required from accounts:

| | | | |
|---|---|---|---|
| ☐ | Checked with E&D for receipt of bills. | | |
| ☐ | Bills not received against this PO. | | |
| ☐ | Part bill received against this PO. | Bill nos. | |
| ☐ | All bills received against this PO. | | |
| ☑ | Advance paid against this PO. | Amount paid | 3646/- dt. 17-08-2022 & 649/- dt. 24/09/22 |

Remarks by Accountants: 100% Advance paid but not bill Received.

Notes: 1. Pos issued for false ceiling and such works may have been processed by E&D. Check before filling the above.

| Prepared by | Sign | Date | Accounts manager (approval required for PO more than 10k) | Sign | Date |
|---|---|---|---|---|---|
| S. Nagarathna | S. Nagarathna | 14-02-2023 | | | |

Advice by MD - action to be taken by purchase:

| | | | |
|---|---|---|---|
| ☐ | Get certified bill from supplier (not original). | | |
| ☐ | Prepare bill in SSLLP for material supplied. | | |
| ☐ | Get proof of delivery from site. | | |
| ☐ | Barcoded PO missing – get certified copy from Accounts. | | |
| ☐ | Thereafter, prepare advice to credit to supplier and send to HO for processing. | | |
| ☐ | Close PO | ☐ | Keep PO open. Material awaited |
| ☐ | Send barcoded PO to MDs desk. PO to be closed thereafter. | | |
| ☐ | Accounts to be reconciled with supplier. Suppliers ledger required from 1.4.2021. | | |
| ☐ | Accounts to be reconciled with supplier. Suppliers ledger required from 1.4.2020. | | |
| ☐ | RMC supplier – suppliers ledger required from 1.4.2020. Process bill after thoroughly checking both the ledgers and all pour reports. Pour reports from day one to be thoroughly checked with Pos/Bills. Thereafter, prepare advice to credit to supplier and send to HO for processing. Close all open POs. | | |
| ☐ | E&D to check receipt of bill and enter comments below. | | |
| ☐ | Details of material supplied and balance material to be supplied is required. | | |

Remarks:

| Prepared by | Sign | Date |
|---|---|---|
| | | |

closure form

# Purchase Order

 28-10-2022 01:46:07 PM

Original / Office Copy / Purchase Div.Copy

From Company : **Mehta & Modi Realty Kowkur LLP**
5-4-187/3&4, II nd floor, MG Road, Soham Mansion, Secunderabad-500003
G S T No. : 36ABLFM7631F1Z3

**Supplier Details**

Parshva Global
I-569, Sector-I, M.I.G. Colony, R.S.S. Nagar, Behind M.I.G. Police Station Indore, Madhyapradesh - 452011.

**GSTIN** 23AKWPK2361C1ZA
0731-2970620 8989567878

| | | |
|---|---|---|
| **Doc No** | 90703 | 142115 |
| **Doc Date** | 04-08-2022 | |
| **Quote No** | nil | |
| **Quote Date** | 02-08-2022 | |
| **SupplyType** | Supply | |

**Kind Attn : Mr. Manish Kataria**

Purchase Order for the Supply of following Items.

| | Item Name | Qty | Rate | Dis% | IGST | Amount |
|---|---|---|---|---|---|---|
| 1 | 270600 - ELEC-Electrical - Guard Alert Siren--DMS-WS+Grey Siren - 220V - Nos | 1.00 | 3,090.00 | 0.00 | 18.00 | 3,646.20 |
| | | | | | **Total Order Value . . .** | **3,646.20** |

Rupees : Three Thousand Six Hundred Fourty Six and Paise Twenty Only.

**Terms and Conditions :-**

| | |
|---|---|
| **Specification /** | Microcontroller based automatically switchin on and off of siren, for howling/warbling sound. LED indication. Voltage - 220-270 V AC. ABS encloser, 220V AC single phase 50Hz. |
| **Payment Terms** | 100% advance through RTGS. |
| **Tax** | All taxes included in above price. |
| **Delivery Date** | 8 days from the date of purchase order. |
| **Delivery Location** | Greenwood Heights<br>Sy no: 196, Kowkur.<br>Phone. 040-66335551 |
| **Penality For Delay** | Nil |
| **Transportation** | Extra at actual. |
| **Warranty** | Six months. |
| **Advance Paid** | Rs. 3646/- to be pay through RTGS. |
| **Other Terms** | We reserve the right to reject items not conforming to quality and specifications. Above order for site security purpose. |
| **Completion Date** | Nil |
| **Measurment** | Nil |
| **Security** | Nil |
| **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.' |

Material Received
Without DC.

INWARD
Inward No: 3303 Dt: 04/11/22
GRN No: Dt:
Received By. Sign:
MEHTA & MODI REALTY KOWKUR LLP

For *Mehta & Modi Realty Kowkur LLP*

Authorised Signatory

Name : ____________________

Accepted the above Terms And Conditions

For *Parshva Global*

Name : ____________________

Date : __/__/____

# Purchase Order

Page(s) 1 Of 1 04-08-2022 15:58:22 Ori

90703

29.07.22 12:09:35

From Company : **Mehta & Modi Realty Kowkur LLP**
5-4-187/3&4, II nd floor, MG Road, Soham Mansion, Secunderabad-500003
G S T No. : 36ABLFM7631F1Z3

| **Supplier Details** | | | |
|---|---|---|---|
| Parshva Global<br>I-569, Sector-I, M.I.G. Colony, R.S.S. Nagar, Behind M.I.G. Police Station Indore, Madhyapradesh - 452011.<br>**GSTIN** 23AKWPK2361C1ZA<br>0731-2970620 8989567878 | **Doc No** | 90703 | 142115 |
| | **Doc Date** | 04-08-2022 | |
| | **Quote No** | nil | |
| | **Quote Date** | 02-08-2022 | |
| | **SupplyType** | Supply | |

**Kind Attn : Mr. Manish Kataria**

Purchase Order for the Supply of following Items.

| | Item Name | Qty | Rate | Dis% | IGST | Amount |
|---|---|---|---|---|---|---|
| 1 | 270600 - ELEC-Electrical - Guard Alert Siren--DMS-WS+Grey Siren - 220V - Nos | 1.00 | 3,090.00 | 0.00 | 18.00 | 3,646.20 |
| | | | | | **Total Order Value . . .** | **3,646.20** |

Rupees : Three Thousand Six Hundred Fourty Six and Paise Twenty Only.

**Terms and Conditions :-**

| | |
|---|---|
| **Specification / Brand** | Microcontroller based automatically switchin on and off of siren, for howling/warbling sound. LED indication. Voltage - 220-270 V AC. ABS encloser, 220V AC single phase 50Hz. |
| **Payment Terms** | 100% advance through RTGS. |
| **Tax** | All taxes included in above price. |
| **Delivery Date** | 8 days from the date of purchase order. |
| **Delivery Location** | Greenwood Heights<br>Sy no: 196, Kowkur.<br>Phone. 040-66335551 |
| **Penality For Delay** | Nil |
| **Transportation Cost** | Extra at actual. |
| **Warranty** | Six months. |
| **Advance Paid** | Rs. 3646/- to be pay through RTGS. |
| **Other Terms** | We reserve the right to reject items not conforming to quality and specifications. Above order for site security purpose. |
| **Completion Date** | Nil |
| **Measurment** | Nil |
| **Security** | Nil |
| **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.' |

649/r
courier charges to pay.

Nagamalleshwer clerk

For *Mehta & Modi Realty Kowkur LLP*

Authorised Signatory

Accepted the above Terms And Conditions

For *Parshva Global*

Name : ____________

Date : __/__/____

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| Requisition Form | | | | | | | |
| Company Name: | Mehta & modi realty kowkur llp | | | | | | |
| Site & Phase : | GHT | Date: | 02-08-2022 | | | | |
| Supplier: | SSLLP | Time: | 1:00 | | | | |
| Material required before date: | | Req. No. | 142115 | | | | |
| S No | Item 03-08-2022 | ID No. | 78568 | | | | |
| | | Qty required | Qty available at site | Order Qty | Inward No | Inward Date | |
| 1 | ELEC2706-Electrical-Guard Alert Siren--DMS-WS+Grey Siren-220V-Nos 90703 | 1 | | 1 | | | |
| 2 | | | | | | | |
| 3 | | | | | | | |
| 4 | | | | | | | |
| 5 | | | | | | | |
| 6 | | | | | | | |
| 7 | | | | | | | |
| 8 | | | | | | | |
| 9 | | | | | | | |
| 10 | | | | | | | |
| Remarks: | GHT Site security purpose | | | | | | |
| | | | | | | | |
| | Engineer | Project Manager | | Purchase | | MD | |
| Prepared By: | ASMA | | | | | | |
| Approved By: | A SURESH | | | | | | |
| Sign & Date: | 02-08-2022 | | | | | | |

APPROVED
02 AUG 2022
P. PRABHAKAR
Sr. MANAGER PURCHASE

DUPLICATE FOR SUPPLIER/TRANSPORTER

PARSHVA GLOBAL

# TAX INVOICE

## Parshva Global

I-569, Sector-I, M.I.G. Colony, Indore, Madhya Pradesh 452011, INDIA
**GSTIN : 23AKWPK2361C1ZA**
*Tel. : 8989567878 email : parshvaglobal@gmail.com*
**FSSAI Lic. No. : 21418850001569**

| | | | |
|---|---|---|---|
| Invoice No. | : 341 | Transport | : Shree Mahavir Courier |
| Dated | : 17-10-2022 (11.25 AM) | Vehicle No. | : |
| Place of Supply | : Telangana (36) | Station | : SECUNDERABAD |
| Reverse Charge | : N | E-Way Bill No. | : |
| GR/RR No. | : | Incoterms | : |

***Billed to :***
Mehta & Modi Realty Kowkur LLP
5 4 187 3 and 4, 2nd Floor
Soham Mansion, M G Road, Secunderabad
Telangana, 500003

Party Mobile No : 7095957395
GSTIN / UIN : 36ABLFM7631F1Z3

PO# 90703

***Shipped to :***
Mehta & Modi Realty Kowkur LLP
5 4 187 3 and 4, 2nd Floor
Soham Mansion, M G Road, Secunderabad
Telangana, 500003

Party Mobile No : 7095957395
GSTIN / UIN : 36ABLFM7631F1Z3

| S.N. | Description of Goods | HSN/SAC Code | Qty. | Unit | Price | Amount(`) |
|---|---|---|---|---|---|---|
| 1. | Guard Alert Siren<br>*DMS-WS & Grey Siren* | 8531 | 1 | Nos | 3,090.00 | 3,090.00 |
| | | | | | | **3,090.00** |
| | *Add : Courier Charges* | | | | | 550.00 |
| | *Add : IGST* | | | | *@ 18.00 %* | 655.20 |
| | *Less : Rounded Off (-)* | | | | | 0.20 |
| | **Grand Total** | | **1** | **Nos** | | **4,295.00** |

| Tax Rate | Taxable Amt. | IGST Amt. | Total Tax |
|---|---|---|---|
| 18% | 3,640.00 | 655.20 | 655.20 |

TAX INVOICE
**Rupees Four Thousand Two Hundred Ninety Five Only**

**IMPORTANT**

Range of Siren mentioned is in diameter, at 0 dB ambient noise level, and in still air. We can not guarantee for the range of siren. As its a location-specific factor. Please use suitable starters/contactor for siren motor protection.

**Bank Details :** Kotak Mahindra Bank A/c No 0812385623 IFSC: KKBK0005937 UPI pglobal@kotak

**Terms & Conditions**
E.& O.E.
1. Goods once sold will not be taken back in any case.
2. Interest @ 24% p.a. will be charged if the payment is not made within the stipulated time.
3. Subject to 'Indore' Jurisdiction only.
4. Rs. 250/- would be charged for cheque bounce charges.

**Receiver's Signature :**

**For Parshva Global**

Digitally signed by MANISH KATARIA

**Authorised Signatory**

"TRUE COPY"