PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	16.03.23	Prepared by	V. RAVI	Serial no.	15655
Supplier name	Minitech floors.			HO inward no.	
Firm/Company	G.V.R.C	Project	Innopolis	HO received date	
PO/WO date	04.08.22	PO/WO No.	90742.	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	92 /GVRC L01	30.08.22	599,178-00	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	599,178-00
Proof of delivery by way of: ☑ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report	
MRN nos.: 11157.	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:	599,178-00
Amount E – PO / WO value:	634,586.06
Amount F – Difference (A – E):	35,408-00
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: Already advance paid in earlier & final bill so close this PO.	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		V. RAVI			
Sign:		[signature]			
Date		16.3.23			
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. 9594
Date 16/3/23
Sign.

Form for closure of purchase order

PO no.:	96742	PO date:	4-08-22	Req. no.:	806152	Advice Scan ID	
Barcoded PO available	☑ Y/☐ N	Invoice original available	☐ Y/☐ N ☑ Copy available			POD available	☑ Y/☐ N

Data required from site/engineers:

MRN nos. related to PO	11157.	
☑ 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:	close this P.O	

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

Prepared by: Shivani	Sign:	Date: 10/03/2023

Data required from accounts:

☐	Checked with E&D for receipt of bills.	
☑ Bills not received against this PO.	☐ Part bill received against this PO.	☐ All bills received against this PO.
☑ Advance paid against this PO	Amount paid: 5,99,178/-	Date of payment: 10/08, 29/08, 23/09

Details of part bill received:

Sl. No.	Bill no.	Bill date	Bill amount	Cr. given to supplier
1.				
2.				
3.				

Remarks by Accountants:

Prepared by: J. Haripriya	Sign: J. Haripriya	Date: 10/03/23

Notes: 1. POs/WOs issued for turnkey works - may have been processed by E&D. Check before filling the above.

Prepared by:	Sign:	Date:

Remarks by Ravi + details of bills to be approved:

Sl. No.	Bill no.	Bill date	Bill amount	MRN no.
1.	92/GVRCL01	30.08.22	599,178-00	111157
2.				
3.				

Remarks:

Prepared by: Ravi	Sign:	Date: 10.03.23

Advice by MD - action to be taken.

☑ Get certified bill from supplier (not original).		☐ Prepare bill in SSLLP for material supplied.	
☑	Thereafter, prepare advice for credit to supplier and send to Soham for processing.		
☑	Close PO	☐	Keep PO open. Material awaited
☑	Accounts to be reconciled with supplier. Get supplier's ledger.		

Remarks:

Approved by: Soham	Sign:	Date:

APPROVED BY
15 MAR 23
SOHAM MODI
MANAGING DIRECTOR

MODI PROPERTIES PVT. LTD.
SECBAD
INWARD
No.
Date
Sign

Form for closure of purchase order dt 09-03-23 ver5.docx

Part bills received details

Topic		Part material received & bill processed details								
Prepared by		Ravi								
Date		08-03-2023								
						A			B	
S.No	Project	PO No	Item Discription	PO Quantity	Units	PO Value	Site Received Quantity	Bill No	Bills to be processed amount	Remarks / Scan ID
1	GVRC	90742	Floor Hardner	3570	No's	6,34,586.00	3317.65	92/GVRCPL01	5,99,178.00	
2									-	
				3570		6,34,586.00	3317.65		5,99,178.00	

From Company : **G V Reserch Centers Pvt Ltd**
5-4-187/3&4, II nd Floor, Soham Mansion, MG Road, Secunderabad-500003
G.S T No. : 36AAHCG4562D1ZP

Supplier Details			
MINITECH FLOORS	**Doc No**	90742	206152
1-4-211/64,Prathampuri,Kapra,Ranga Reddy,Telangana,Hyderabad	**Doc Date**	04-08-2022	
	Quote No	NIL	
GSTIN 36AAZFM5709P1Z7	**Quote Date**	04-08-2022	
9959112248	**SupplyType**	Supply	

Kind Attn : Mr Premnath Mamidi

Work Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	561200 - BUIL-Building Material - Road Works-Vaccum dewatering concerete flooring- - - - Sqm	3,570.00	150.64	0.00	18.00	634,586.06
					Total Order Value . . .	**634,586.06**

Rupees : Six Lakh(s) Thirty Four Thousand Five Hundred Eighty Six and Paise Six Only.

Terms and Conditions :-

Specification / Brand	All items shall be of ___ brand/company
Payment Terms	40% advance, 30% after team mobilised at site along with men,machinery and material, balance 30% after completion of work.
Tax	All taxes included in above price.
Delivery Date	Within ___ days
Delivery Location	Innopolis Sy no-542, Genome Valley, Thurkapally, Hyderabad, Telangana Phone. Nagamani(Engineer) - 7981951035
Penality For Delay	5% penalty for delay in delivery beyond due date.
Transportation Cost	Transport cost shall be borne by us.
Warranty	Nil
Advance Paid	Rs.2,15,114/-as 40% Advance,Dt 08/08/22.Thru RTGS.
Other Terms	Payment will be made only after inspection of material.Above material for 4545 and Atrium VDF work purpose.
Completion Date	Work shall be completed within 10 to 15 days from the date of the work order.
Measurment	Nil
Security	Nil
Remarks	Delivery at Turkapally GVRC-Contact Person-Mr Ramesh Reddy-9848134856.

RTIES PVT. LTD.
INWARD
C'BAD

For *G V Reserch Centers Pvt Ltd*

Authorised Signatory

Accepted the above Terms And Conditions

For *MINITECH FLOORS*

Name : ____________ Name : ____________ Date : __/__/____

MINITECH
Advance Concrete Flooring Solutions

DELIVERY CHALLAN

Challan No.0078/GC /2022-23 **Date: 27-08-2022**

Vehicle No.:TS08UE5719

Address: M/s.Modi Properties, Project : G V Reserch Centers Pvt Ltd, Sy no-542, Genome Valley, Thurkapally, Telangana.

Contact Person: Mr. Ramesh Reddy # 9848134856

Please receive the following goods as per Your Doc: 90742 206152 Date: 04-08-22

PARTICULARS	QUANTITY	UNIT	REMARKS
Floor Hardener	35	Bags	

Consignees are requested to check the quantity etc. in the presence of our representative and this material is **"Supply on Returnable basis as per site consumption"**, the balance material will be Minitech Stock.

For Minitech Floors

INWARD
Inward No: 9844 Dt: 27/8/22
MRN No: 111151 Dt: 29/8/22
Received By: Rodda Sign: Rodda
Genome Valley Research Center Pvt. Ltd.

Receiver's Signature with Stamp

Authorized Signatory

H.No. 1-4-211/64, Pradhampuri, Kapra, Hyderabad-62
+91-99591 12248 prem@minitechfloors.com minitechfloors.com

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No.
Date.
Sign.

MINITECH
Advance Concrete Flooring Solutions

DELIVERY CHALLAN

Challan No.0078/GC /2022-23 **Date: 27-08-2022**

Vehicle No.:TS08UE5719

Address: M/s.Modi Properties, Project : G V Reserch Centers Pvt Ltd, Sy no-542, Genome Valley, Thurkapally, Telangana.

Contact Person: Mr. Ramesh Reddy # 9848134856

Please receive the following goods as per Your Doc: 90742 206152 Date: 04-08-22

PARTICULARS	QUANTITY	UNIT	REMARKS
Floor Hardener	35	Bags	

Consignees are requested to check the quantity etc. in the presence of our representative and this material is **"Supply on Returnable basis as per site consumption",** the balance material will be Minitech Stock.

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 82397
Date: 2/9/22
Sign:

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No.
Date
Sign

Receiver's Signature with Stamp

INWARD
Inward No: 9844 Dt: 27/8/22
MRN No: 11115 Dt: 29/8/22
Received By: Bodla Sign: Bodla
Genome Valley Research Center Pvt. Ltd.

For Minitech Floors

Authorized Signatory

H.No. 1-4-211/64, Pradhampuri, Kapra, Hyderabad-62

+91-91004 44367 +91-99591 12248 prem@minitechfloors.com minitechfloors.com

Work Order

 04-08-2022 4:02:43 PM

90742
29.07.22 12:09:35

From Company : **G V Reserch Centers Pvt Ltd**
5-4-187/3&4, II nd Floor, Soham Mansion, MG Road, Secunderabad-500
G S T No. : 36AAHCG4562D1ZP

Supplier Details			
MINITECH FLOORS 1-4-211/64,Prathampuri,Kapra,Ranga Reddy,Telangana,Hyderabad 9959112248	**Doc No**	90742	206152
	Doc Date	04-08-2022	
	Quote No	NIL	
	Quote Date	04-08-2022	
	SupplyType	Supply	

Kind Attn : Mr Premnath Mamidi

Work Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST%	Amount
1	561200 - BUIL-Building Material - Road Works-Vaccum dewatering concerete flooring- - - - Sqm	3,570.00	150.64	0.00	18.00	634,586.06
					Total Order Value . . .	**634,586.06**

Rupees : Six Lakh(s) Thirty Four Thousand Five Hundred Eighty Six and Paise Six Only.

Terms and Conditions :-

Specification / Brand	All items shall be of ___ brand/company
Payment Terms	40% advance, 30% after team mobilised at site along with men,machinery and material, balance 30% after completion of work.
Tax	All taxes included in above price.
Delivery Date	Within ___ days
Delivery Location	Innopolis Sy no-542, Genome Valley, Thurkapally, Hyderabad, Telangana Phone. Nagamani(Engineer) - 7981951035
Penality For Delay	5% penalty for delay in delivery beyond due date.
Transportation Cost	Transport cost shall be borne by us.
Warranty	Nil
Advance Paid	Rs.2,15,114/-as 40% Advance,Dt 08/08/22.Thru RTGS.
Other Terms	Payment will be made only after inspection of material.Above material for 4545 and Atrium VDF work purpose.
Completion Date	Work shall be completed within 10 to 15 days from the date of the work order.
Measurment	Nil
Security	Nil
Remarks	Delivery at Turkapally GVRC-Contact Person-Mr Ramesh Reddy-9848134856.

For MDs APPROVAL
High Value/quantity beyond limits.
... approval.
... details/clarification.
... stock
Other

APPROVED BY
04 AUG 2022
SOHAM MODI
MANAGING DIRECTOR

MODI PROPERTIES PVT LTD
INWARD
No.
Date
Sign
SEC'BAD

For *G V Reserch Centers Pvt Ltd*
Authorised Signatory

Name : 04/08/22

Contact ...

Accepted the above Terms And Conditions
For *MINITECH FLOORS*

Name : ____________

Date : __/__/____

Requisition Form							
Company Name:	GVRC	Date:	04.08.2022				
Site & Phase :	Innopolis	Time:	10:28				
Flat/Block no.							
Supplier:		Req. No.	206152				
Material required before date:	Urgent	ID No.	78579.				
S No	Item	Qty required	Qty available at site	Order Qty	Inward No	Inward Date	
1	BUIL5612-Building Material-Road Works-Vaccum dewatering concerete flooring---Sqm	3570	0	3570			
2	14/- Sft 150/64 Sq mtr. ±18/-						
3							
4							
5							
6	80/90742						
7							
8							
9							
10							
Remarks:	Towards 4545 and attrium vdf works purpose						
	Engineer	Project Manager		Purchase		MD	
Prepared By:	S.Nagamani						
Approved By:	Mr.Madhu						
Sign & Date:	04.08.2022						

APPROVED BY
04 AUG 2022
SOHAM MODI
MANAGING DIRECTOR

APPROVED
04 AUG 2022
MINISH PARIKH
MANAGER PROCUREMENT

MINITECH
Advance Concrete Flooring Solutions

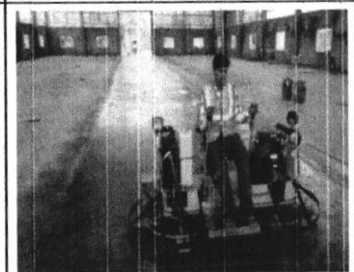
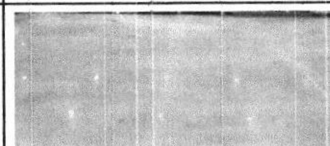
Quote: MTF/Q070R2/MP/22-23 **Dated : 25th July 2022**

To
M/s. Modi Properties,
Site: Genom Valley, Thurkapally

Dear Sir
Kind Attn: : Mr. Subba Reddy Garu/ 7674808777

Sub: Revised NO REGRET Quotation for Concrete Flooring

With reference to your enquiry we are pleased to send the quotation as below

Sl.No.	Item	Qty	Unit	Rate	Amount	Image
1	**RMC:** Supply of flooring grade quality concrete of required thickness and pumping the concrete at working spot using pump; concrete QA/QC and management; Arranging labor gang/ Spade Workers for spreading of concrete, cleaning, housekeeping curing.	120000	Sft	0	Client Scope	Uninterrupted Supply of Concrete with consistent slump Pouring time restricted to 4-5 hrs – 100% opc
2	**Screed Floor Finishing with ROT:** Installation of Channels to required line and level, Leveling and vibrating the concrete using screed vibrator, needle vibrator thereafter cutting the excess concrete using bump cutter, checking the levels using Laser guided level tool, and finishing the concrete using Power Trowel and final finishing using Ride on Trowels to achieve smooth finishing as per standards for faster finish IT-TC 009th Edition - Indian standards.	120000	Sft	14.00	16,80,000.00	
3	**Dry Shake Floor Hardener:** Providing inclusive of transportation, unloading, and application of floor hardner @ dosage of 3.0 kgs /sqm.(Make: FOSROC/ MYK ARMENT/ FAIRMATE or equivalent					
4	**Groove Cutting:** Cutting the grooves of 4mm X 12-15mm using mechanised Diamond wheel at early set stage @ interval of 4mt X 4mt. **Groove Filling:** Filling of grooves top 8mm using PU/PS sealant bottom supported with backer rod.	6000	Rmt	145.00	8,70,000.00	
5	**Concrete Dust Proofing :** Providing and dust proofing over concrete Flooring including cutting and griding the top layer of the concrete surface with appropriate machinery using liquid densifier, wet operation to obtain high abrasion and dust free floor.	120000	Sft	18.00	21,60,000.00	
	Net Amount				**47,10,000.00**	
	GST @18%				**8,47,800.00**	
	TOTAL Amount				**55,57,800.00**	

Terms and Conditions:

1. All Paper work should go through, vendor registration, Wo, advance should be released prior to Work Commence.
2. Work should be started only in covered shed with roof & side wall sheeting/covered.
3. 3 phase electric power supply/Backup generator with fuel & operation person to be provided by client free of cost .
4. Sufficient day lighting, suitable accommodation, Safe Drinking Potable water, 24hrs working and cooking permission for the team of operators will be client's scope free of all charges.
5. **To and fro Transportation Extra -At actuals / Client Scope**
6. Proper space for safe keeping of machinery shall be client scope.
7. We donot carry out dewatering due to dusting issues.
8. Lift /crane to be provided by client for shifting of machinery to upstairs -shall be client scope.
9. Precausions to be taken care by client in case of rain.

Financial Terms

1. Mode of Payment through online - RTGS.
2. Quantities are approximate, billing will be as per actual measurments.
3. Variation in any specification to be raised immediately to our site engineer.
4. Minimum Area of 350-400m2 to be provided by client for smooth execution.
5. Dependency Delay due to unavailability of work front , concrete Procurment, and any other activities holding up MINITECH WORK will lead IDLE Charges payable to us Rs.20,000/- equivalent area and .
6. 40% mobilisation advance along with WORk Order, 30% after team mobilised to site along with Men , machinery and material, balance 30% after completion of Work or RA bills payable within 3 working days.
7. Subject to increase in market prices/ if any abnormal increase in material prices the same will be applicable.

Thanking you and assuring you of our best services at all times.

For MINITECH FLOORS

G.Shilpa
9100299933

TAX INVOICE

ORIGINAL
For Recipient

Minitech Floors
1-4-211/64, Pradhampuri, Kapra,
Secunderabad, Hyderabad,
Telangana 500062
9959112248
minitechfloors@gmail.com

MINITECH
Advance Concrete Flooring Solutions

GSTIN	36AAZFM5709P1Z7	**Invoice Date**	30/08/20
State	36-Telangana	**Invoice No.**	INV92/GVRCPL
PAN	AAZFM5709P	**Reference No.**	90742-206152 ; Dated 4.08.

Customer Name
M/s. G V Reserch Centers Pvt Ltd

Customer GSTIN
36AAHCG4562D1ZP

Billing Address
M/s. G V Reserch Centers Pvt Ltd
5-4-187/3&4, II nd Floor, Soham Mansion,
MG Road,, Secunderabad
Telangana, 500003
India

Shipping Address
M/s. G V Reserch Centers Pvt Ltd
Project: Innopolis, Sy No. 542, Gonome Valley, Thurkapally,, Hyderabad
Telangana, 500078
India
36AAHCG4562D1ZP

Place of Supply 36-Telangana   **Due Date** 02/09/2022

	Item	HSN / SAC	Quantity	Rate / Item (₹)	Discount (₹)	Taxable Value (₹)	CGST (₹)	SGST / UTGST (₹)	CESS (₹)	Total (₹)
1.	561200–Building - concrete Flooring	9954	3,317.70 SQM	150.64	0.00	4,99,778.33	44,980.05 @9%	44,980.05 @9%	0.00	5,89,738.43
2.	Transportation for men and machinery	9954	1.00 OTH	8,000.00	0.00	8,000.00	720.00 @9%	720.00 @9%	0.00	9,440.00
				Total		**5,07,778.33**	**45,700.05**	**45,700.05**	**0.00**	**5,99,178.43**

Taxable Amount	₹ 5,07,778.33
Total Tax	₹ 91,400.10
Rounding off	₹ (0.43)
Total Value	**₹ 5,99,178.00**

Total amount (in words) Five Lakh Ninety Nine Thousand One Hundred Seventy Eight Rupees Only

Bank Details:

Account Number	566420110000289	IFSC	BKID0005664
Bank Name:	Bank of India	Branch Name:	Sainikpuri, ECIL

For Minitech Floors

Authorised Signatory

Notes:
Account Name: MINITECH FLOORS
Terms & Conditions:
1. Payment to be released before the due date.
2. Any delay in payment beyond the due date will attract an interest of 12% per annum and Any delay beyond the 30 days credit period will attract an interest of 24% per annum, the same will be updated in the Ledger account statement.
3. Goods Once sold will not be taken back
4. All disputes directs to Hyderabad Jurisdiction.

"TRUE COPY"

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No.
Date
Sign

MSME NO. TS02F0005867