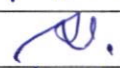


PURCHASE DIVISION
Advice for approval for credit to supplier

Date:		01/04/23		Prepared by	V. RAVI	Serial no.	16071
Supplier name		Grablabs (India) Pvt Ltd.				HO inward no.	
Firm/Company		HRMLP		Project	G.m.r	HO received date	
PO/WO date		13.09.22		PO/WO No.	91899	Scan ID.	137082
Sl no.	Bill no.		Bill date		Bill amount	Original attached	
1.	90		19.09.22		31860.00	☒ Yes ☐ No	
2.					/	☐ Yes ☐ No	
3.						☐ Yes ☐ No	
4.						☐ Yes ☐ No	
Amount A – Bills total (Excluding Transport & Hamali Charges):						31,860.00	
Proof of delivery by way of: ☒ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report							
MRN nos.:	111902				Proof of delivery matches MRN	☒ Yes ☐ No	
Amount B – Other Credits : Transportation charges						1888.00	
Amount C – Other Debits :						-	
Amount D (D=A+B-C) – Amount to be credited to the supplier:						33,748.00	
Amount E – PO / WO value:						31,860.00	
Amount F – Difference (A – E):						1888.00	
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				04/04/23.			
Remarks: find bill & close this po							
Approved by	Purchase Officer	Purchase Manager	M D		Accountant	Accounts Manager	
Name:		V. RAVI					
Sign:							
Date		01/04/23					
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.



Form for closure of purchase order

PO no.:	91899	PO date:	13/09/22	Req. no.:	193828	Advice Scan ID	
Barcoded PO available	☐ Y/ ☒ N	Invoice original available	☐ Y/ ☒ N	Copy available	☒ Y/ ☐ N	POD available	☒ Y/ ☐ N
Data required from site/engineers:							
MRN nos. related to PO	111902						
☐ 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: Total material received.							
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:	Bajaveshwar		Sign:			Date:	30/03/23
Data required from accounts:							
☐ Checked with E&D for receipt of bills.							
☒ Bills not received against this PO.		☐ Part bill received against this PO.			☐ All bills received against this PO.		
☐ Advance paid against this PO		Amount paid:			Date of payment:		
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:	Rajyalambh		Sign:			Date:	31/03/23
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.	90	13.09.22	33,748.00	111902			
2.							
3.							
Remarks: Need MD's approval for extended to get certified true copy from vendor.							
Prepared by: Ravi			Sign:			Date:	31.03.23
Advice by MD - action to be taken.							
☒ Get certified bill from supplier (not original).				☐ Prepare bill in SLLP 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
- 1 APR 2023
SOHAM MOBI
MANAGING DIRECTOR

Unrecorded PO av
Data required
RN nos.
Part in
to

GRAFLAKS (INDIA) PVT. LTD.

Plot No.1211, Road No.60,
Jubilee Hills,
Hyderabad - 500 033.
GSTIN/UIN: 36AABCG4647F1ZP
State Name : Telangana, Code : 36
E-Mail : graflaksindia@gmail.com
Buyer (Bill to)

MODI REALTY MALLAPUR LLP

5-4-187/3 & 3, II Floor, Soham Mansion, M.G.Road,
Secunderabad - 500003.
GSTIN/UIN : 36AAEFM1459R1ZP
State Name : Telangana, Code : 36
E-Mail : purchase@modiproperties.com

Tax Invoice

Invoice No.

90

Delivery Note

136

Reference No. & Date

Buyer's Order No.

91899-193828

Dispatch Doc No.

136

Dispatched through

Vehicle

Bill of Lading/LR-Receipt

Terms of Delivery

(ORIGINAL FOR RECIPIENT)

Dated

19-Sep-22

Mode/Terms of Payment

Other References

Dated

13-Sep-22

Delivery Note Date

19-Sep-22

Destination

Gulmohar Residency

Motor Vehicle No.

TS07UL4045

Sl No.	Description of Goods	Quantity	Rate	per	Amount
1	WALLZ Scratch Plaster	50 Bags	540.00	Bags	27,000.00
	Transportation Charges				1,600.00
	SGST				2,574.00
	CGST				2,574.00

INWARD
MODI REALTY MALLAPUR LLP
Ward No: 9369 Dt: 19/9/22
MRN No: 111902 Dt: 20/9/22
Received By: Noman Total: 50 Bags

₹ 33,748.00

E. & O.E

Amount Chargeable (in words)

INR Thirty Three Thousand Seven Hundred Forty Eight Only

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
3209	28,600.00	9%	2,574.00	9%	2,574.00	5,148.00
Total	28,600.00		2,574.00		2,574.00	5,148.00

Tax Amount (in words) : **INR Five Thousand One Hundred Forty Eight Only**

Company's Bank Details

A/c Holder's Name

GRAFLAKS (INDIA) PVT. LTD.

Bank Name

YES BANK LTD.,

A/c No.

300884800000164

Branch & IFS Code

**Raj Bhavan Road, Somajiguda. & YES0000006
for GRAFLAKS (INDIA) PVT. LTD.**

Declaration

- 1) Goods once sold will not be taken back.
- 2) We are not responsible for damage or pilferage in transit.
- 3) Payment to be made with agreed credit period otherwise interest payable @ 24% per annum.

Authorised Signatory

SUBJECT TO HYDERABAD JURISDICTION

This is a Computer Generated Invoice

Purchase Order

Original / Office Copy / Purchase Div. Copy

From Company : **Modi Reality Mallapur LLP**
 5-4-187/3&3, II nd floor, Soham Mansion, MG Road, Secunderabad.
 G S T No. : 36AAEFM1459R1ZP

Supplier Details

GRAFLAKS (INDIA) PVT. LTD.
 PLOT-1211, RD-60, JUBILEE HILLS, HYDERABAD - 500033

GSTIN 36AABCG4647F1ZP

23600774

9246363621,9849003568

Doc No	91899	193828
Doc Date	13-09-2022	
Quote No	Nil	
Quote Date	09-03-2022	
SupplyType	Supply	

Kind Attn : Samit gangwal

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 387100 - PATE- Paints - Texture - Scratch Plaster- Wallz - 25kgs - bags WALLZ Scratch Plaster	50.00	540.00	0.00	18.00	31,860.00
Total Order Value . . .					31,860.00

Rupees : Thirty One Thousand Eight Hundred Sixty Only.

Terms and Conditions :-

Specification / All items shall be of 'Wallz' Brand.

Payment Terms After Delivery

Tax All taxes included in above price.

Delivery Date With in 4 days

Delivery Location Gulmohar Residency
 Survey No 19, Mallapur, Hyderabad. Next to 'NFC' Railway Over Bridge
 Phone. Contact: Security _____, 8309938133

Penalty For Delay Nil

Transportation Extra

Warranty Nil

Advance Paid Nil

Other Terms We reserve the right to reject items not conforming to quality and specifications. Above order for D Block
 101,102,201,202 extranal texture work 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

For **Modi Reality Mallapur LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **GRAFLAKS (INDIA) PVT. LTD.**

Name : _____

Name : _____

Date : ____/____/____

Tax Invoice

(ORIGINAL FOR RECIPIENT)

GRAFLAKS (INDIA) PVT. LTD.
Plot No.1211, Road No.60,
Jubilee Hills,
Hyderabad - 500 033.
GSTIN/UIN: 36AABCG4647F1ZP
State Name : Telangana, Code : 36
E-Mail : graflaksindia@gmail.com

Buyer (Bill to)

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5-4-187/3 & 3, II Floor, Soham Mansion, M.G.Road,
Secunderabad - 500003.

GSTIN/UIN : 36AAEFM1459R1ZP
State Name : Telangana, Code : 36
E-Mail : purchase@modiproperties.com

Invoice No.

90

Delivery Note

136

Reference No. & Date.

Dated

19-Sep-22

Mode/Terms of Payment

Other References

Buyer's Order No.

91899-193828

Dispatch Doc No.

136

Dispatched through

Vehicle

Bill of Lading/LR-RR No.

Dated

13-Sep-22

Delivery Note Date

19-Sep-22

Destination

Gulmohar Residency

Motor Vehicle No.

TS07UL4045

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	SGST				2,574.00
	CGST				2,574.00
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E. & O.E

INR Thirty Three Thousand Seven Hundred Forty Eight Only

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Company's Bank Details

A/c Holder's Name : **GRAFLAKS (INDIA) PVT. LTD.**Bank Name : **YES BANK LTD.,**A/c No. : **000684600000164**Branch & IFS Code : **Raj Bhavan Road, Somajiguda, & YESB0000006****for GRAFLAKS (INDIA) PVT. LTD.**

Authorised Signatory

SUBJECT TO HYDERABAD JURISDICTION

This is a Computer Generated Invoice