PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	03.04.23	Prepared by	V.RAVI	Serial no.	**16095**
Supplier name	Andhra Pumps & Motors			HO inward no.	
Firm/Company	MPPL	Project	MPL	HO received date	
PO/WO date	03.06.21	PO/WO No.	77376	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	R0715	04.06.21	21,782-00	✓ □ Yes □ No
2.			/	□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):			21,782-00
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			–
Amount C –Other Debits :			–
Amount D (D=A+B-C) – Amount to be credited to the supplier:			21,782-00
Amount E – PO / WO value:			21,781.76
Amount F – Difference (A – E):			0.24
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	05/04/23		
Remarks: find bill & close this P.O. (NOTE) Original Invoice missing so through Certified True Copy we are Processing now.			

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		V.RAVI			
Sign:		[signature]			
Date		03/04/23.			
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.

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 18
Date 3/4/23
Sign.

MEMO

DATE & FROM:	TO & REMARKS. Maint
01/04/23	To,
	MD Sir,
(RAVI)	
	Pump (cutter type) has been
	received at S.M. Modi Complex confirmed
	by Meenakshi (Engg. HO), but forward
	details not provided just pump location
	photograph arranged.
	Hence need your approval for
	further process.

PvK

Form for closure of purchase order

PO no.: 77376	PO date: 03/06/2021	Req. no.: 182883	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		
□ 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: Material recived at site, & installed in Sump at SM complex.		

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: Meenakshi. N	Sign:	Date: 20/03/2023.

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:	Date of payment:

Details of part bill received:

Sl. No.	Bill no.	Bill date	Bill amount	Cr. given to supplier
1.				
2.				
3.				
4.				
5.				
6.				

Remarks by Accountants:

Prepared by: Sangeetha	Sign:	Date: 20/3/23

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.	B0715	04.06.21	21,782-00	
2.				
3.				

Remarks: Meenakshi has provided only Pump installed Location photograph. Hence Need your approval for enclosed true copy.

Prepared by: Ravi	Sign:	Date: 21/3/23.

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
23 MAR 2023
SOHAM MODI
MANAGING DIRECTOR

Purchase Order

 20/03/2023 13:21:03 Original / Office Copy / Purchase Div.Copy

From Company :	**Modi Properties Pvt.Ltd.** 5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003 G S T No. : 36AABCM4761E1ZM

Supplier Details

Andhra Pumps & Motors
7-3-704, R.P.Road, Secunderabad - 500 003.

GSTIN - 27702157
66568039/23468039 7702377715

Doc No	77376	182883
Doc Date	03-06-2021	
Quote No	NIL	
Quote Date	03-06-2021	
SupplyType	Supply	

Kind Attn : Mr. Krishna,

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	IGST	Amount
1	7176 - Plumbing - pumps - Dewatering Pump - other - nos *1300BW-1.75HP Cutter Type*	1.00	28,600.00	32.00	12.00	21,781.76
					Total Order Value . . .	**21,781.76**

Rupees : Twenty One Thousand Seven Hundred Eighty One and Paise Seventy Six Only.

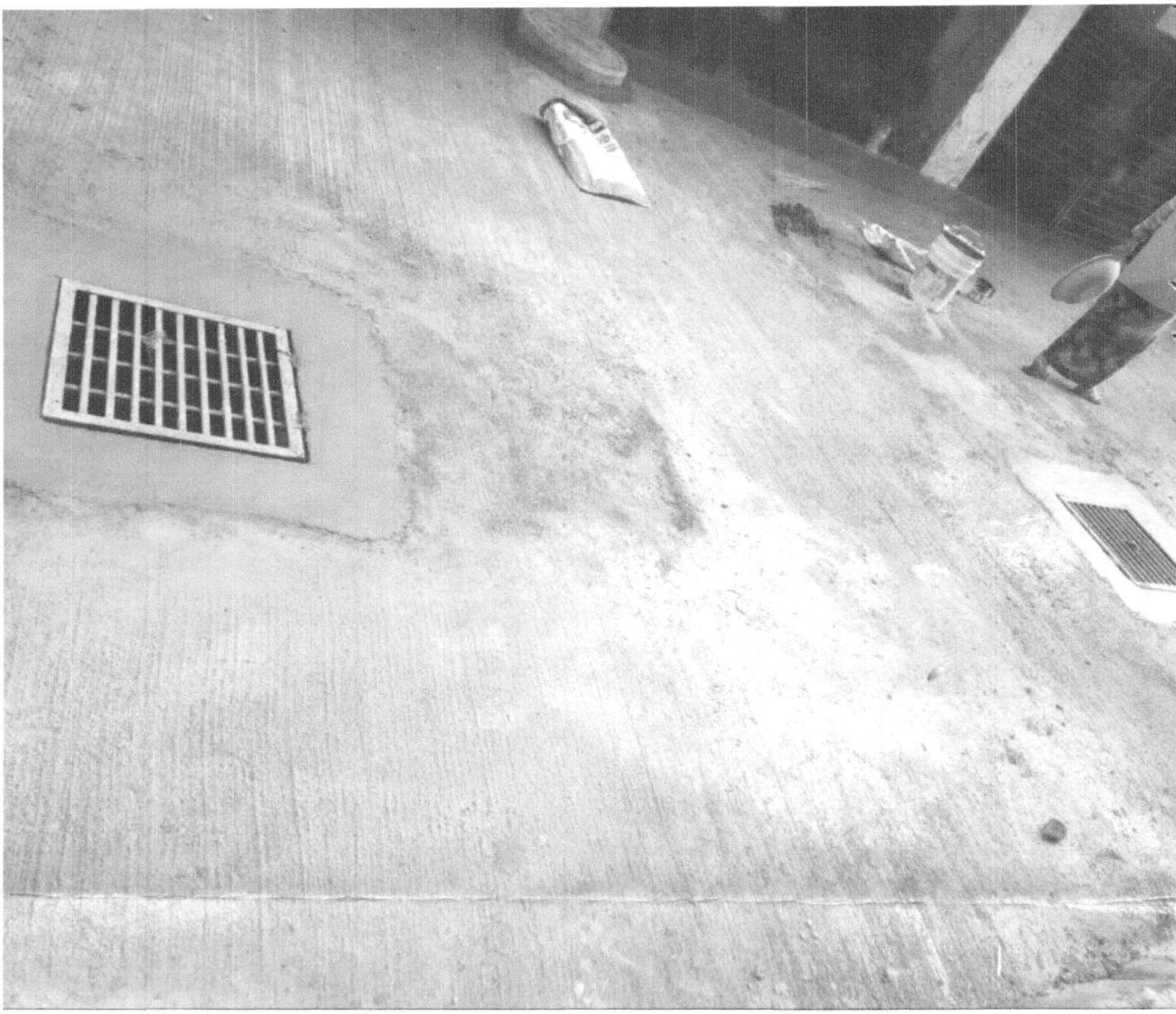
Terms and Conditions :-

Specification /	Above item shall be of 'Kirloskar' make, model : Eterna 1300 BW cutter type, 1.75 HP with Auto ON/ OFF Single phase other specs asper quote dt:14.06.18
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	Next day.
Delivery Location	S M Modi Complex Ranigunj Phone.
Penality For Delay	Nil
Transportation	Transport cost shall be borne by us.
Warranty	1year.
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for SM Complex purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For *Modi Properties Pvt.Ltd.*

Accepted the above Terms And Conditions

Authorised Signatory



Pump installed
in sump @ SM complex

E O/C

21/7/23

Original for recipient

TAX INVOICE
ANDHRA PUMPS & MOTORS

7-3-704, R.P. ROAD SECUNDERABAD - 500003
Phones : 040-27702157,23468039
Email : andhrapumps@gmail.com

GSTIN	: 36AEGPC7683H1ZB	Bill No.	: B0715	Bill Date	: 04/06/2021
PAN	: AEGPC7683H	Order No.	: 77376	Order Date	: 03-06-2021
UDYAM No	: TS-02-0020305	Transporter	:	Vehicle No	:
State Name	: 36-Telangana	CN No	:	CN Date	:
		EWayBill No	:	EWayBill Date	:

IRN :

Buyer Details :
Modi Properties Pvt.Ltd.
5-4-187/3 & 4, IInd Floor, M.G.Road,
SECUNDERABAD-53.
PH:9502211011
HYDERABAD - 500053

GSTIN : 36AABCM4761E1ZM PAN : AABCM4761E
State : Telangana Code : 36

Consignee Details :
Modi Properties Pvt.Ltd.
5-4-187/3 & 4, IInd Floor, M.G.Road,
SECUNDERABAD-53.
PH:9502211011
HYDERABAD - 500053 Telangana

SL.	DESCRIPTION	MAKE	HSN	GST %	QTY	UNIT	PRICE	DISC %	UNIT PRICE	AMOUNT
1	ETERNA 1300 BW	*KIRLOSKAR*	841370	12.00	1.00		19448.00	0.00	19448.00	19448.00
	Kindly Make Payment Bill Wise				1.00		Total Taxable Value			19448.00
							Add :CGST		6.00%	1166.88
							Add :SGST		6.00%	1166.88
							Add :TCS PAYABLE ON SA		0.00%	0.00
							Add :ROUND OFF		0.00%	0.24

Our Bank : Kotak Mahindra Bank
Account No: 6512120212
IFSC CODE : KKBK0007529

Total Outstanding Amount : 21782.00

"TRUE COPY"

Total Invoice Amount : Rupees Twenty-One Thousand Seven Hundred Eighty-Two Only. **21782.00**

Subject to Secunderabad Jurisdiction.
Goods once sold or dispatched cannot be taken back.
Interest @ 24% P.A. will be charged, if not paid within due date.
Our responsibility ceases once the goods are delivered.
Warranty of the goods will be provided by their Manufacturer only.

Sale Responsible :
Prepared By : RAGHU

Reciver's Signature

E. & O. E
For **ANDHRA PUMPS & MOTORS**
ANDHRA PUMPS & MOTORS Ph: 27702157
Authorised Signatory