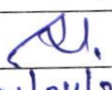


PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 01/04/23		Prepared by: V. RAVI		Serial no. 16089	
Supplier name: ELEGANT Enterprises				HO inward no.	
Firm/Company: MRMLP		Project: AGH		HO received date	
PO/WO date: 29-06-22		PO/WO No. 89492		Scan ID.	
Sl no.	Bill no.	Bill date	Bill amount	Original attached	
1.	EE 2223 - 0158	12.07.22	4543.00	☐ Yes ☐ No	
2.			/	☐ Yes ☐ No	
3.				☐ Yes ☐ No	
4.				☐ Yes ☐ No	
Amount A - Bills total (Excluding Transport & Hamali Charges):				4543.00	
Proof of delivery by way of: ☒ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report					
MRN nos.:	109548		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:				4543.00	
Amount E - PO / WO value:				4543.00	
Amount F - Difference (A - E):				NIL	
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		03/04/23			
Remarks: find bill & close this P.O					
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.: 89497	PO date: 29-06-22	Req. no.: 165606	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 109548 - Date - 14/07/22			
☐ Part material received.		☒ Full material received.	
☐ Close PO - Balance material will be re-ordered by new requisition.		☐ Material not received.	
☐ 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: 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: Ravi	Sign: Ravi	Date: 16/03/23	
Data required from accounts:			
☐ Checked with E&D for receipt of bills.			
☒ Bills not received against this PO.		☐ Part bill received against this PO.	
☐ Advance paid against this PO		☐ All bills received against this PO.	
Amount paid:		Date of payment:	
Details of part bill received:			
Sl. No.	Bill no.	Bill date	Bill amount
1.			
2.			
3.			
Cr. given to supplier			
Remarks by Accountants:			
Prepared by: Rukmini		Sign: Rukmini	
Notes: 1. POs/WOs issued for turnkey works - may have been processed by E&D. Check before filling the above.		Date: 31/03/23	
Prepared by:		Sign:	
Remarks by Ravi + details of bills to be approved:		Date:	
Sl. No.	Bill no.	Bill date	Bill amount
1.	EE2223-0158	12.07.22	4543-60
2.			
3.			
MRN no. 109548			
Remarks: Need MD's Approval for enclosed bill (certified true copy)			
Prepared by: Ravi		Sign: Ravi	
Advice by MD - action to be taken.		Date: 31.03.23.	
☒ Get certified bill from supplier (not original).			
☐ Prepare bill in SSSLP 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: Soham	
		Date:	

APPROVED BY
-1 APR 2023
SOHAM MODI
MANAGING DIRECTOR

Purchase Order

Page(s) 1 Of 1

16-03-2023 14:38:20

Original / Office Copy / Purchase Div. Copy

From Company : **Modi Realty (Miryalguda) LLP**
5-4-187/3&4, II nd Floor, M.G.Road, Secunderabad-500 003.
G S T No. : 36ABCFM6774G2ZZ

Supplier Details

Elegant Enterprises
5-4-187/7/3, Karbala Maidan, M.G.Road, Secunderabad-500003.

GSTIN 36AJBPK0412E1ZY
66385358

9985113450/9885073880

Doc No	89497	165606
Doc Date	29-06-2022	
Quote No	Nil	
Quote Date	03-06-2022	
SupplyType	Supply	

Kind Attn : Mr.Gaurang Kadakia/Mahesh Kadakia

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 4668 - Electrical - other - Wall mounted fan - other - nos 450mm	2.00	1,925.00	0.00	18.00	4,543.00
Rupees : Four Thousand Five Hundred Fourty Three Only.					Total Order Value . . . 4,543.00

Terms and Conditions :-

Specification / Brand All item shall be of 'CG' brand,
Payment Terms After Delivery & Production of bill.
Tax All taxes included in above price.
Delivery Date Next day.
Delivery Location AVR Gulmohar Homes
Sy no-786, Miryalguda, Nalgonda Dist.
Phone. 9550139944
Penalty For Delay Nil
Transportation Cost Transport cost shall be borne by us.
Warranty 2 years comprehensive warranty.
Advance Paid Nil
Other Terms We reserve the right items not confirming to qty & specs. Above order for towards club house 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 invoice must be sent to HO office or purchase site office. Proof of delivery/DC can be sent by email.

For **Modi Realty (Miryalguda) LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Elegant Enterprises**

Name : _____

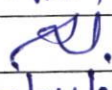
Name : _____

Date : __/__/__

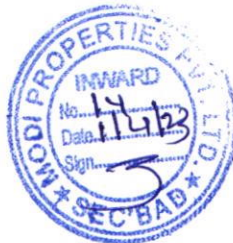
Content ..

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PURCHASE DIVISION
Advice for approval for credit to supplier

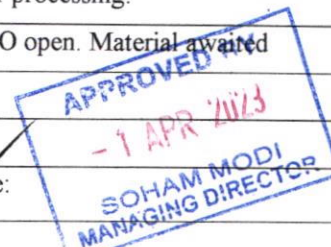
Date: 01/04/23		Prepared by: V. RAVI		Serial no. 16090	
Supplier name: elegant Enterprise		HO inward no.			
Firm/Company: PMROA		Project: PMR-11		HO received date	
PO/WO date: 04/6/18		PO/WO No. 50984		Scan ID.	
Sl no.	Bill no.	Bill date	Bill amount	Original attached	
1.	EE-128	04.06.2018	2024-00	☒ Yes ☐ No	
2.			/	☐ Yes ☐ No	
3.				☐ Yes ☐ No	
4.				☐ Yes ☐ No	
Amount A – Bills total (Excluding Transport & Hamali Charges):				2024-00	
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report					
MRN nos.:	57629		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:				2024-00	
Amount E – PO / WO value:				2023-70	
Amount F – Difference (A – E):				0.30	
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		03/04/23			
Remarks: final 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.: 50984	PO date: 04.06.18	Req. no.: 64785	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	57629 & Twd No: 18699 dt 29.06.18		
☐ 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 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: V. Ravi	Sign: [Signature]	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.	
☐ Advance paid against this PO		☐ All bills received against this PO.	
Amount paid:		Date of payment:	
Details of part bill received: Against PO no bills received			
Sl. No.	Bill no.	Bill date	Bill amount, Cr. given to supplier
1.			
2.			
3.			
4.			
5.			
6.			
Remarks by Accountants:			
Prepared by: [Signature]	Sign: [Signature]	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.	EE-128	04.06.18	2024-00, 57629
2.			
3.			
Remarks: Need MD's Approval for enclosed certified true copy.			
Prepared by: Ravi	Sign: [Signature]	Date: 31.03.23	
Advice by MD - action to be taken.			
☒ Get certified bill from supplier (not original).		☐ Prepare bill in SSLP 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:	



Material Receipts Form

PO Doc No **50984** **57629**

MRN Doc ID **57629**

DC No **128**

MRN Date **11-06-2018**

DC Date **05-06-2018**

Remarks

In Time **15:15**

Vehicle No **AP24AA 4763**

Delivered By **Party**

Received By **Security**

Inward No **18699**

Inward Date **09.06.18**

Company Name : Paramount Residency Owners Association
 Project Name : Paramount Residency - Phase II
 Supply Type : Supply
 Quote No : Nil
 Quote Date : 12-05-2018
 Supplier Name : Elegant Enterprises
 Contact Person : Mr. Gaurang Kadakia / Mahesh Kadakia
 Address : S-4-187/7/3, Karbala Maidan, M.C. Road, Secunderbad.
 Phone : 66385358

PDF Name **POS0984DC128MR57629**

New DC Edit Save Close

SNo	Category	Item Name	Ord Qty	DC Qty	Status	Balance	Recd Qty	Rate
	Electrical - wires	4697 - Electrical - wires - Copper wire - NA - mtrs	35	35	Closed	0	35	0

Purchase Order

Page(s) 1 Of 1

04-06-2018 16:43:33

Original / Office Copy / Purchase Div.Copy

From Company : **Paramount Residency Owners Association**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. :

Supplier Details

Elegant Enterprises
5-4-187/7/3, Karbala Maidan, M.G.Road, Secunderabad-500003.

66385358
9985113450/9885073880

Doc No	50984	64785
Doc Date	04-06-2018	
Quote No	Nil	
Quote Date	12-05-2018	
SupplyType	Supply	

Kind Attn : Mr.Gaurang Kadakia/Mahesh Kadakia

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST%	Amount
1 4697 - Electrical - wires - Copper wire - NA - mtrs 2.5sqmm 3 c round	35.00	49.00	0.00	18.00	2,023.70
Total Order Value . . .					2,023.70

Rupees : Two Thousand Twenty Three and Paise Seventy Only.

Terms and Conditions :-

Specification / Brand	All items shall be of 'South King' brand
Payment Terms	After delivery of all materials & production of bill.
Tax	Inclusive of all taxes
Delivery Date	Same Day
Delivery Location	Paramount Residency - Phase II Sy.No. 233, Near Shilpa Layout, Nagaram, Hyderabad. Phone. Contact: Security 65137111, Admin. - 9246824538
Penalty For Delay	Nil
Transportation Cost	Transport cost shall be borne by us.
Warranty	1 year
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for A & B blocks roots corridor machinePurpose.
Completion Date	NA
Measurment	Nil
Security	Nil
Remarks	

For **Paramount Residency Owners Association**

Authorised Signatory

Accepted the above Terms And Conditions

For **Elegant Enterprises**

Name : _____

Name : _____

Date : __/__/__

Contact --

GSTIN : 36AJBPK0412E1ZY		☐ Original for Recipient	☐ Duplicate for Supplier / Transporter	☒ Triplicate for Supplier	GST INVOICE CASH / CREDIT				
		Elegant Enterprises 5-4-187/7/3, Karbala Maidan, M. G. Road, Secunderabad-500003 Phone: 040- 6638-5358, E-mail address: eleganthyd@hotmail.com Preventers ! Annunciators ! Switchgears ! Starters ! Wires & Cables ! Capacitors ! Panel & Cable Accessories ! Oil Seals Step Down Transformers ! L.E.D Lights ! Earthing Equipments ! Carbon Brushes ! PVC Insulation Tapes ! Lugs ! Spares							
Reverse Charge : Nil		Transportation Mode : Not Applicable		Date : x					
Invoice Number : EE-128		Vehicle/LR Number : Not Applicable		Date : 04/06/2018					
Invoice Date : 05 June 2018		Date of Supply : 05 June 2018							
State : Telangana		Place of Supply : Hyderabad							
State Code : 36									
Details of Buyer / Billed to:									
Name : M/s Paramount Estates		Delivery Challan No. : Not Applicable		Date : x					
Address : 5-4-187/3 & 4, 3rd Floor, Mahatma Gandhi Road, Secunderabad - 500003		Purchase Order No. : 50984		Date : 04/06/2018					
GSTIN : 36AAJFP4202C1ZP		Delivery Location : Paramount Residency-Phase II, Nagaram, Hyd							
State : Telangana		Term of Payment : Within 30 days from the date of invoice							
State Code : 36									
Sl. No.	Description of Goods	HSN/SAC	Quantity	UoM	CGST %	SGST %	IGST %	Rate	Amount
1	Southking 2.5Sq.mm x 3Core Copper Flexible Wire	8544	35.00	Meter(s)	9.00	9.00	0.00	49.00	1715.00
Total Invoice Amount in Words:  Two Thousand Twenty Four Only.									
Our Bank Details:									
Name of the Bank : HDFC Bank		Account No. : 50200009719725		Total Amount Before Tax : 1715.00					
Branch Address : Paradise, S.D. Road, Sec-Bad-3		IFS Code : HDFC0000042		Add : CGST : 154.35					
				Add : SGST : 154.35					
				Add : IGST : 0.00					
				Rounded off Value : 0.00					
				Total Amount : Rs 2,024.00					
Receiver's Seal and Signature with Name & Mobile Number		Terms and Conditions :		for Elegant Enterprises					
Received by U.S. Nitesh 9640024732		1. Goods once sold will not be taken back or exchanged 2. Interest at 24% P. A. will be charged after Days. 3. Our risk & responsibility cease on the delivery of goods. 4. All disputes are subject to Secunderabad Jurisdiction 5. We declare that this invoice shows the actual price of the goods described and that all particulars are true & correct.		 Authorised Signatory					
E & O. E									
       									
      									
Head Office : Block - A 413 Shanti Bagh Apartments, 7 - 1, Begumpet, Hyderabad - 500016									