## PURCHASE DIVISION Advice for approval for credit to supplier

Date:	11.04.23		Prepared	by	V. RAV)		Serial no.		16374
Supplier na	me	Elegant Enlerp		rises	rises		HO inward no.		
Firm/Comp	any	El egail HRMLYP	Project		G.m.R	2	HO receive	d date	
PO/WO dat	te	30.09.22	PO/WO	No.	9248	0	Scan ID.		
Sl no.	Sl no. Bill no.				Bill date Bil				Original attached
1.	EE S	1223 - 0257		30.0	1.23	3	390-10		V□ Yes □ No
2.							1		□ Yes □ No
3.									□ Yes □ No
4.									□ Yes □ No
Amount A	Bills to	otal (Excluding Trans	sport & Ha	mali Charg	ges):	1		30	90-0
Proof of de	livery by	way of: DCs/bill	□ Steel re	port 🗆 RM	C pour repo	rt 🗆 Sol	id block repo	ort 🗆 Ins	stallation report
MRN		11 2363				of delivery	V	Yes 🗆 No	
nos.:	0.1				().	matche	s MRN		
		Credits : Transportation	on charges						
Amount C	Other I	Debits :						•	
Amount D	(D=A+B	3-C) – Amount to be	credited to	the suppli	er:			30	7000
Amount E -	- PO / W	/O value:						38	37.99
Amount F -	- Differe	ence (A – E):							0.03
Quantity re	ceived a	s per PO /WO	·	□ Yes □	Excess recei	ved 🗆 Sh	ort received	□ Part r	received
Close PO /	WO		`	□ Yes □	No – wait fo	r balance	e material 🗆	Other	
Payment -	due date			12/04/23.					
Remarks:		- Find 5111	3		se the		·-O.		
		157,					U		
Approve	ed by	Purchase Officer		chase lager	МП	)	Accoun	tant	Accounts Manager
Name:			٧,	ROVI					
Sign:			(	U.					
Date			11.	04.23	4				
Approval li	mit	Upto 20k	Above 20	0 <b>k</b>	Above 100	k	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.

**MEMO** 

DATE &	TO & REMARKS.	9 ° ×	•
FROM:			
08042	To		
(RAVI)	HD sir,		
,	Need	your approved	enclosed
4	frm for	closure.	•,
			6)
		9	
	1		
			100
		8	9
			ti tis
			×
			8

## Form for closure of purchase order

PO no.:	72480 PO date: 3	30109122 Req.	no.: 143	3918 Ad	vice Scan ID
		voice original available	□Y/□N ÆCop	y available	POD available Y/O N
Data requir	red from site/engineers:				
MRN nos.	related to PO 11236.	3			
□ Part mate	erial received.	full material received.		□ Materia	l not received.
□ Close PC	- Balance material will be re	-ordered by new requisitio	n.		
□ Cancel P	O. Material not required.	☐ Cancel PO. Material w	ill be re-order	red by new red	quisition
□ Keep PO	open. Material required.	□ Keep PO open. Work	under progres	S.	
Remarks b	y engineer: Tratal a	morturial a	Poliver	red. 1	lase this Po
Notes: 1. Pro	y engineer: Tatal a vide details of material received by w available. 4. This entire set to be scan	ay of separate attachment. 2. Pro	vide scanned cop	y of DCs/proof	of delivery + PO. 3. Provide copies
	y: Basaveshward			Date: 9	0/03/23
	red from accounts:	400	4.00		(03/20
	Checked with E&D for re	eceipt of bills.			
Bills not	received against this PO.	□ Part bill received again	st this PO.	□ All bills	received against this PO.
□ Advance	paid against this PO	Amount paid:		Date of pay	ment:
Details of	part bill received:				
Sl. No.	Bill no.	Bill date	Bill amou	nt	Cr. given to supplier
1.					
2.					
3.					
Remarks b	y Accountants:	1			1 1
Prepared b	y: Rajyal alcehmi	Sign:		Date:	ulu123
	s/WOs issued for turnkey works - may	have been processed by E&D. C	heck before filling	ng the above.	
Prepared b	y:	Sign:		Date:	
Remarks b	y Ravi + details of bills to be	approved:			
Sl. No.	Bill no.	Bill date	Bill amou	nt	MRN no.
1.	EE 2223 - 0257	30.9.23	39	0-W	112363
2.					
3.		1		4 5:11	
Remarks:	Need MD's		r endre		
Prepared b		Sign:		Date: 0	7/04/3.
	MD - action to be taken.			GLIDS	
Get cert	ified bill from supplier (not or	8			terial supplied.
	Thereafter, prepare advice for	or credit to supplier and se	nd to Soham f	for processing.	
9	Close PO		Keep	PO open. Ma	terial awaited
	Accounts to be reconciled w	vith supplier. Get supplier's	s ledger.	W	ROVE
Remarks:				TAPY	ONE JULY
Approved	by: Soham	Sign:	Da	ate:	08 APR TOPOR
					SUAGING UN

17-11-2022 12:06:35 PM

Origir

92480

16.09.22 3:27:07

## 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					
Elegant Enterprises		Doc No	193918		
5-4-187/7/3,Karbala Maidan, N	M.G.Road, Secunderbad-500003.	Doc Date	30-09-2022		
	Quote No				
GSTIN 36AJBPK0412E1ZY		<b>Quote Date</b>	26-09-202	22	
66385358	9985113450/9885073880	SupplyType	Supply		

## Kind Attn: Mr.Gaurang Kadakia/Mahesh Kadakia

Purchase Order for the Supply of following Items.

Terms and Conditions :-

Item Name	Qty	Rate	Dis%	GST	Amount
1 496000 - ELEC-Electrical - PVC-Surface BoxAnchor - 4Module - Nos	6.00	55.08	0.00	18.00	389.97
		Total Or	der Value	e	389.97

Specification /	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Тах	After Delivery & Production of bill  All taxes included in above price.
Delivery Date	Next Day.
Delivery Location	Gulmohar Residency
	Survey No 19, Mallapur, Hyderabad. NExt to NFC Railway Over Bridge
	Phone. Contact: Security, 8309938133
Penality For Delay	Nil
Transportation	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 5hp pumps connection to panel purpose.
Completion Date	NA NA
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	Reality	Mallapur	LLP

Accepted the above Terms And Conditions

Authorised Signatory

For **Elegant Enterprises** 

Name :	Name:	Date : / /

TINVOICE TOREDIT The gami Enterprises was called a concerning of aniely. Social Jessey, new first and 3 16 is a deal is more little allo Para Call in the Heating water 7022 51 13 9 15 1 1 48 INWARD MODI REALTY MALLAPUR LLP Ware No 97503 DL Fecerved By ... Sign ..... Total rive se Amount in Words: Total Amount Bern + 11 320.48 A39 06 FT Re ze . The said of Singa Cale 19.74 19.74 111 35 0.00 Paragenti 0.03 Er scl -do.-PS Code Harcacada42 Total Arcant Bs 390 00 Terms and Conditions the still of a will emarged affile. ser in age with their all particulars are true it consect S.O.E Carrier Buth Carther ancestion a not given to LEO Light Faculte. No Guarantee di Maria pri co Erebisco. & El mout. Sage 1 Fray Folling North and a Charleton . Car district Con a . 0

GSTIN:	1			T							GST INVOICE
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E	Drawanters I A	Phon	e: 040-663	(arbala Maidar 885358, 040-29	9303040 E-r	Gandhi Ro mail addres	ad, Secunde s: eleganthy	d@hotmail.d	com	in I Oil Saala	
ELEGANT	Step Down Tra			hgears I Starte							
Reverse Charge :	Nil	31131101116	13 1 L.L.D L	ignts i Lartining	g Equpilien		ation Mode		Not App		
Invoice Number :	EE2223-025	7				Vehicle/LF		:	Not App	licable	
Invoice Date : 30 September 2022 Date of Supply :									30 Septe	ember 2022	
State :	Telangana			State Code :	3 6	Place of Si		:	Hyderab	oad	
Tr.				Detail	ls of Buy						
Address : 5-4-187/3 Mahatma	Gandhi Road, abad - 500003 FM 1 4 5 9 R 1 2		LP	State Code :	36	Purchase Delivery L	hallan No. : Order No. : ocation : Payment :	9 2 4 8 0 Gulmohar Contact No	Residenco o. 950221 Delivery	11011	Date:-x- Date:30.09.2022 Mallapur, Hyd. Proforma Invoice e of Invoice.
							_		Ι		
SI. No.	Description of	f Goods	120020-270	HSN/SAC	Quantity	UoM	CGST %	SGST %	IGST %	6 Rate	Amount
1 Anchor 4M	Nodule PVC Surfa	ace Box-2	21292	85389000	6.00	No's	9.00	9.00	0.00	55.08	330.4
	,			Ó	Cooling	Jrie d	3500				
	Tot	al Invo	ice Amo	unt in Wor	.de.		Enter	Total Amo	unt Refor	re Tay:	330.4
Rupees:Three H				dire iii vvoi	us.	13 + 8 m	E DANS	Add : C G S	ST	:	29.7 29.7
		0	ur Bank D	etails:		Same.	derav	Add:IGS	Т	:	0.0
Name of the Bank :	HDFC Bank			Account No	.:50200	009719	725	R/o + Tran	sportatio	n :	0.0
Branch Address :	Paradise, S.D.	Road, Se	ec-Bad-3	IFS Code	:HDFC0	000042		Total Amo	unt	:	Rs. 390.00
	eal and Signatur Mobile Numbe		2. Interest 3. Our risk 4. All dispo 5. We dec	once sold will no at 24% P. A. wi & responsibilit utes are subject lare that this inv	Il be charged y cease on the to Secunder voice shows	d affter de delivery on the delivery or rabad Jurisdi the actual pr	Days.  of goods.  oction  rice of the			Elegant Enterp	Sory .
120				cribed and that							E & O.
** Guarantee & War	ranty Voids if Pr	oper Ear	th Connec	tion is not give	n to LED Lig	ht Fixtures.		**No Guar	rantee &	Warranty on Br	eakages & Burnout
Material Duly Checke	ed By and Delive	ered to: N	Ar. Shekar	{Driver}	1			Eway Bill	No. Not	Applicable Date	ed: Not Applicable
minitec	LST SWITCHGEAR	SIEN	IENS					COOPER B	ussmann	@ dowell's	HMI
PHILIPS (	Crompton Greaves	TEK	DIG	Controls & Switchgray Contactors Edd.	SO		POLYCAB	Fino	lex	Dlegrand	Capco