PURCHASE DIVISION
Advice for approval for credit to supplier

<table>
<tr><td>Date:</td><td>17/4/23</td><td>Prepared by</td><td>V. RAVI</td><td>Serial no.</td><td>16386</td></tr>
<tr><td>Supplier name</td><td colspan="3">Kaveri Timber Depot.</td><td>HO inward no.</td><td></td></tr>
<tr><td>Firm/Company</td><td>MRPLLP</td><td>Project</td><td>N.G.H</td><td>HO received date</td><td></td></tr>
<tr><td>PO/WO date</td><td>01.03.23</td><td>PO/WO No.</td><td>97668.</td><td>Scan ID.</td><td></td></tr>
</table>

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	246	14.03.23	259,340-00	✓ □ Yes □ No
2.			/	□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

<table>
<tr><td colspan="3">Amount A – Bills total (Excluding Transport & Hamali Charges):</td><td>259,340-00</td></tr>
<tr><td colspan="4">Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report</td></tr>
<tr><td>MRN nos.:</td><td>118332</td><td>Proof of delivery matches MRN</td><td>✓ □ Yes □ No</td></tr>
<tr><td colspan="3">Amount B –Other Credits : Transportation charges</td><td>–</td></tr>
<tr><td colspan="3">Amount C –Other Debits :</td><td>–</td></tr>
<tr><td colspan="3">Amount D (D=A+B-C) – Amount to be credited to the supplier:</td><td>259,340-00</td></tr>
<tr><td colspan="3">Amount E – PO / WO value:</td><td>259,340.40</td></tr>
<tr><td colspan="3">Amount F – Difference (A – E):</td><td>0.40</td></tr>
<tr><td>Quantity received as per PO /WO</td><td colspan="3">✓ □ Yes □ Excess received □ Short received □ Part received</td></tr>
<tr><td>Close PO / WO</td><td colspan="3">✓ □ Yes □ No – wait for balance material □ Other</td></tr>
<tr><td>Payment – due date</td><td colspan="3">50%. Advance Paid.</td></tr>
<tr><td>Remarks:</td><td colspan="3">Final bill & Close this Po.</td></tr>
</table>

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		V. RAVI			
Sign:		[signature]			
Date		17/4/23			
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.

PROPERTIES PVT. INWARD No. 834 Date 17/4/23

Form for closure of purchase order

PO no.: 97668	PO date: 1/3/23	Req. no.: 182437	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	118332.	
□ 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 PO. Full 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: Sravani A	Sign:	Date: 8/4/23

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: 1,29,670/-	Date of payment: 08/03/23

Details of part bill received:

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

Remarks by Accountants: Bills not Received & advance Paid

Prepared by: Rukmini	Sign:	Date: 12/04/23

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.	246	14.03.23	259,340.00	118332
2.				
3.				

Remarks: Need MD's Approval for enclosed Invoice.

Prepared by: Ravi	Sign:	Date: 13/4/23

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
17 APR 2023
SOHAM MODI
MANAGING DIRECTOR

GST NO. 36AAFFK7078K1ZT

Subject to Hyderabad Jurisdiction

CASH / CREDIT MEMO

040-27157218

Kaveri Timber Depot

Dealers in : Burma Teak, Indian Teak, African Teak, Salwood, Non-Teak, Moulding & Plywood.

Plot No. 2, ECIL Road, IDA, Nacharam, Hyderabad - 76.

No. 640 246

Date: 14.03.2023

M/s. MODI REALTY POCHARAM LLP

GST: 36ABIFM1836H1Z7 [PO-97668 / 182437] 01.03.2023

Sl No.	PARTICULARS	Qty.	C.Ft./C.M.	RATE	AMOUNT Rs.	Ps.
3921	753700 DOOR FRAME WITH 125×63mm THRESHOLD - 1065W×2150Hmm -		9NOS @	4,400/-	39,600	00
	222600 DOOR FRAME WITHOUT 100×63 THRESHOLD - 915W×2150Hmm -		28NOS @	2,805/-	78,540	00
	252100 DOOR FRAME WITH THRESHOLD 100×63 - 760W×2150Hmm -		28NOS @	3,300/-	92,400	00
	125200 - DOOR FRAME WITH THRESHOLD 100×63 - 600W×1500Hmm -		4NOS @	2,310/-	9,240	00
			TOTAL		2,19,780	00
			CGST	9 %	19,780	20
	E. & O.E.		SGST	9 %	19,780	20
			IGST	%		
				ROFF	(-)	40
			TOTAL AMOUNT GST		2,59,340	00

INWARD Inward No: 12596 Dt: 14/03/23
118332

Party GSTIN No.

Way Bill No.

Vehicle No.: AP 24G 2350

For Kaveri Timber Depot

* Goods once sold will not be taken back.
* No claim will be admitted by us once goods delivered from our premises.
* Interest rate @ 24% will be charged of this bill if not paid within a week time.

Purchase Order

 08-04-2023 17:16:43 Original / Office Copy / Purchase Div.Copy

From Company : **Modi Realty Pocharam LLP**
5-4-183/3&4, II nd Floor, Soham Mansion, MG Road, Secunderabad-500003
G S T No. : 36ABIFM1836H1Z7

Supplier Details

Kaveri Timber Depot
Plot No. 2, Sy.no. 52 & 54, Road No.7, IDA Nacharam, Hyderabad - 500076.

GSTIN 36AAFFK7078K1ZT

9441723939

Doc No	97668	182437
Doc Date	01-03-2023	
Quote No	Nil	
Quote Date	28-02-2023	
SupplyType	Supply	

Kind Attn : Mr. Laxman Patel

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	753700 - DOOR-Doors - Door frame with threshold -WPC-125X63MM - 1065Wx2150HMM - Nos *22rft*	9.00	4,400.00	0.00	18.00	46,728.00
2	222600 - DOOR-Doors - Door frame without threshold -WPC-100X63 - 915Wx2150HMM - Nos *17.5 rft*	28.00	2,805.00	0.00	18.00	92,677.20
3	252100 - DOOR-Doors - Door frame with threshold -WPC-100X63MM - 760Wx2150Hmm - Nos *20rft*	28.00	3,300.00	0.00	18.00	109,032.00
4	125200 - DOOR-Doors - Door frame with threshold -WPC-100X63 - 600Wx1500Hmm - Nos *14rft*	4.00	2,310.00	0.00	18.00	10,903.20
				Total Order Value . . .		**259,340.40**

Rupees : Two Lakh(s) Fifty Nine Thousand Three Hundred Fourty and Paise Fourty Only.

Terms and Conditions :-

Specification / Brand	All items shall be of WPC door frames, main door frames section size 5"x21/2, Internal door section size 4"x21/2",Rs236 per rft main door and Rs 195 per rft internal door frame, NO making charges , making is our responsibility.
Payment Terms	50% Advance ,50% after delievery
Tax	Inclusive of all taxes
Delivery Date	Next Working Day.
Delivery Location	Nilgiri Heights pocharam Phone. 9849497484
Penality For Delay	Nil
Transportation Cost	Transport cost shall be borne by us.
Warranty	Nil
Advance Paid	Rs.1,29,670/-by RTGS/NEFT
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for A-801,803 and A-805 ,809,A-204 doors fixing at brickwork stage Purpose.
Completion Date	NA
Measurment	NA
Security	Nil
Remarks	Original invoice +copy of proof 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 sie office . proof of delivery/DC can be sent by emai

For ***Modi Realty Pocharam LLP***

Authorised Signatory

Accepted the above Terms And Conditions

For ***Kaveri Timber Depot***

Name : ____________________

Name : ____________________

Date : __/__/____

GST NO. 36AAFFK7078K1ZT

Subject to Hyderabad Jurisdiction

~~CASH~~ / CREDIT MEMO

✆ : 040-27157218

Kaveri Timber Depot

Dealers in : Burma Teak, Indian Teak, African Teak, Salwood, Non-Teak, Moulding & Plywood.

Plot No. 2, ECIL Road, IDA, Nacharam, Hyderabad - 76.

No. 000 246

Date : 14.03.2023

M/s. MODI REALTY POCHARAM LLP

GST:- 36ABIFM1836H1Z7 [P.O:- 97668/182437] 01.03.2023

Sl.No.	PARTICULARS	Qty.	C.Ft./C.M.	RATE	AMOUNT Rs.	Ps.
3921	753700 DOOR FRAME WITH 125x63mm THRESHOLD - 1065W x 2150Hmm -		9NOS@	4,400/-	39,600	00
	222600 DOOR FRAME WITHOUT 100x63 THRESHOLD - 915W x 2150Hmm -		28NOS@	2,805/-	78,540	00
	252100 DOOR FRAME WITH THRESHOLD 100x63 - 760W x 2150Hmm -		28NOS@	3,300/-	92,400	00
	125200 - DOOR FRAME WITH THRESHOLD 100x63 - 600W x 1500Hmm -		4NOS@	2,310/-	9,240	00
	INWARD Inward No: 12546 Dt: 14/03/23 MRN No: 118332 Dt: Received By: Sign:					
	E. & O.E.		TOTAL		2,19,780	00
			CGST	9 %	19,780	20
			SGST	9 %	19,780	20
			IGST	%		
				ROFF	(-)	40
			TOTAL AMOUNT GST		2,59,340	00

Party GSTIN No.

Way Bill No. :

Vehicle No. : AP 24G 2350

HDFC Bank
A/c. No. 50200005516244
IFSC Code : HDFC0000081
Branch : Himayathnagar

* Goods once sold will not be taken back.
* No claim will be admitted by us once goods delivered from our premises.
* Interest rate @ 24% will be charged of this bill, if not paid within a week time.

For Kaveri Timber Depot