PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	28/4/23	Prepared by	V. RAVI	Serial no.	17384
Supplier name	Sri Sai Vishal Enterprises.			HO inward no.	
Firm/Company	05.11.22	Project	MHPL	HO received date	
PO/WO date	05.11.22	PO/WO No.	93665	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	132	20.03.23	11050-00	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.	(SOV-III)			☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges):			11050-00
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:			11050-00
Amount E – PO / WO value:			52,000-00
Amount F – Difference (A – E):			40,950-00
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	29/4/23.		
Remarks:	find bill & Close this P.O		

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		V. RAVI			
Sign:		[signature]			
Date		28/4/23			
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. LTD. SEC'BAD INWARD No. 1353 Date 28/4/23 Sign.

Form for closure of purchase order

PO no.:	93665	PO date:	05.11.22	Req. no.:	185326	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	

☑ Full material received. □ Part 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: JANAKI | Sign: for | Date: 20/4/23

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: | Date of payment:

Details of part bill received:

Sl. No.	Bill no.	Bill date	Bill amount	Cr. given to supplier
1.	096	24/11/22	37,700	yes
2.				
3.				
4.				

Remarks by Accountants:

Prepared by: Rajeshwari | Sign: | Date: 21/4/23

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.	132	20.03.23	11050-00	116700
2.	096	24.11.22	37,700-00	113585, 114083, 114995 & 96.
3.				

Remarks: Need MD's Approval for 132 Invoice & 096 Invoice to be [illegible] from vendor.

Prepared by: Ravi | Sign: | Date: 26/4/23

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
26 APR 2023
SOHAM MODI
MANAGING DIRECTOR

Purchase Order

Page(s) 1 Of 1 21-02-2023 15:06:02 Original / Office Copy / Purchase Div.Copy

From Company : **Modi Housing Pvt.Ltd**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AADCM5906D2Z0

Supplier Details			
Sri Sai Vishal Enterprises 12-13-167,Street no 17, Tarnaka, Medchal, Malkajgiri, Tellangana-500017. **GSTIN** 36ACZPL1512H1ZF 9391029193 9391029193	**Doc No**	93665	185326
	Doc Date	05-11-2022	
	Quote No	Nill	
	Quote Date	04-11-2022	
	SupplyType	Supply	

Kind Attn : Akula Lakshmi

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	955200 - BUIL-Building Material - Solid Block-- - 100mmX200mmX400mm - Nos	2,000.00	26.00	0.00	0.00	52,000.00
					Total Order Value . . .	**52,000.00**

Rupees : Fifty Two Thousand Only.

Terms and Conditions :-

Specification /	Items shall be of 25kgs approx.Strength minimum 30kgs/cm2, QC report a must!
Payment Terms	Within 30 days of delivery of all materials & production of bill.
Tax	All taxes included in above price.
Delivery Date	As per request of Project Manager
Delivery Location	Silver Oak Villas Part III Sy .No.11,12,14,15 16,17,18 , 294 Phone. 0
Penality For Delay	Bills must be submitted to H.O. within 30days of supply of material. 10% plty on value of order will be deducted for delay in submission of bills.
Transportation	Included in the above price.
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right items not confirming to qlty & specs. Breakage in your account. Above order for commercial complex compound wall& Tot lot 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 sent to HO office or purchase site office. Proof of deli vary /DC can be sent by email.

Accepted the above Terms And Conditions

For *Modi Housing Pvt.Ltd*

For *Sri Sai Vishal Enterprises*

Cement Blocks – Weekly Delivery Report

Company/ firm:	MHPL SOV	Requisition nos.:	185326	Total PO quantity:	2000
Project:	SOV-III	PO No(s).	93665	Quantity delivered in earlier period:	1575
Block /Flat / Villa no.:	A	Total material delivered	Yes	Quantity delivered during week:	425
Supplier:	Sri sai vishal enterprises	Close PO:	Yes	Balance quantity to be delivered:	Nill
Sign of security		Sign of Admin		Sign of Project manager	APPROVED BY
Date	25-01-23	Date	25-01-23	Date	25-01-2023

K. PURSHOTHAM
Project Manager (Silver Oak Villas Part-III)

Details of solid blocks – delivered in earlier period.

S No	Date	Time	Block Size & type	Quantity delivered	DC No.	Inward no.	MRN No.
1.	08-11-22	09:00	4x8x16	500	195	584	113585
2.	21-11-22	11:30	4x8x16	300	208	604	114083
3.	12-12-22	11:00	4x8x16	375	219	619	114995
4.	12-12-22	12:00	4x8x16	400	220	618	114996
				1575			

Details of solid blocks – delivered during the week.

S No	Date	Time	Block Size & type	Quantity delivered	DC No.	Inward no.	MRN No.
1.	30-12-22	05:35	4x8x16	425	330	632	116700
				425			
Remarks:							

Note: 1. Report to be sent to HO every Saturday with delivery challans of this week with photos. 2. Report must have totals calculated. 3. Specify block size and block type (solid / hollow). 4. Total quantity and delivered quantity includes all types of blocks.

TAX INVOICE

✆ : 8367679193

SRI SAI VISHAL ENTERPRISES

FLY ASH BRICKS

Factory : Godumakunta Vill., Keesara Mdl, Medchal Dist.

Office : Street No. 17, Tarnaka, Secunderabad.

GSTIN : 36ACZPL1512H1ZF

(COMPOSITION TAXABLE PERSON NOT ELIGIBLE TO COLLECT TAX ON SUPPLIES)

M/s MODI Housing pvt Ltd
Chengpally

Party GSTIN 36AADCM5906D2Z0

Inv. No. 096 Date : 24.11.22

D.C. No. 195, 206, 207, 208 Date :

P. O. 93665 Date :

Payment

State : TELANGANA Code : 36

S.No.	PARTICULARS	HSN CODE	QTY.	RATE	UNIT	AMOUNT Rs. Ps.
1.	20 mm Metal					
2.	Baby Chips					
3.	Stone Dust					
4.	Sand					
5.	Red Mutti					
6.	Granite					
7.	40mm Hand Metal					
8.	Crusher Sand					
9.	12mm Metal					
10.	Flyash Bricks					
	✓4X8X16		1450	26	Nai	37,700.00
	6X8X12					
	6X8X16					
	8X8X12					
	8X8X16					

SUMMIT SALES LLP R.R. DIST. IN WARD No: 10803 Date: 24/11/22 Sign:

Rupees in words Thirty Seven Thousand Seven Hundred only

TOTAL		37,700.00
SGST @	%	-
CGST @	%	-
GRAND TOTAL		37,700.00

Name : SRI SAI VISHAL ENTERPRISES
Bank Name : HDFC BANK
Account No. : 50200042541343
IFSC Code : HDFC0000368 Branch : Nacharam

E. & O.E.

For **SRI SAI VISHAL ENTERPRISES**

Purchase Order

Page(s) 1 Of 1   05-11-2022 13:40:17

93665
01.11.22 2:52:16

From Company : **Modi Housing Pvt.Ltd**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AADCM5906D2Z0

Supplier Details			
Sri Sai Vishal Enterprises	**Doc No**	93665	185326
12-13-167,Street no 17, Tarnaka, Medchal, Malkajgiri, Tellangana-500017.	**Doc Date**	05-11-2022	
	Quote No	Nill	
GSTIN 36ACZPL1512H1ZF	**Quote Date**	04-11-2022	
9391029193 9391029193	**SupplyType**	Supply	

Kind Attn : Akula Lakshmi

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
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					Total Order Value . . .	**52,000.00**

Rupees : Fifty Two Thousand Only.

Terms and Conditions :-

Specification / Items shall be of 25kgs approx.Strength minimum 30kgs/cm2, QC report a must!

Payment Terms Within 30 days of delivery of all materials & production of bill.

Tax All taxes included in above price.

Delivery Date As per request of Project Manager

Delivery Location Silver Oak Villas Part III
Sy .No.11,12,14,15,16,17,18 , 294
Phone. 0

Penality For Delay Bills must be submitted to H.O. within 30days of supply of material. 10% plty on value of order will be deducted for delay in submission of bills.

Transportation Included in the above price.

Warranty Nil

Advance Paid Nil

Other Terms We reserve the right items not confirming to qty & specs. Breakage in your account. Above order for commercial complex compound wall& Tot lot 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 sent to HO office or purchase site office. Proof of deli vary /DC can be sent by email.

APPROVED BY
07 NOV 2022
SOHAM MODI
MANAGING DIRECTOR

For MDs APPROVAL
- [x] High Value/quantity beyond limits.
- [ ] Po/Req. processed cost approval.
- [ ] Approval for technical details/clarification.
- [ ] Replenishing SOLLF stock
- [ ] Other

For *Modi Housing Pvt.Ltd*
Authorised Signatory

Accepted the above Terms And Conditions
For *Sri Sai Vishal Enterprises*

DELIVERY CHALLAN

Ⓒ : 8367679193

SRI SAI VISHAL ENTERPRISES

FLY ASH BRICKS

Factory : Godumakunta Vill., Keesara Mdl, Medchal Dist.

Office : Street No. 17, Tarnaka, Secunderabad.

GSTIN: 36ACZPL1512H1ZF

No. 208

Date : 21-11-22

M/s. Modi Housing pvt Ltd

P.O. No. 93665 Date :

S.No.	PARTICULARS	BRICK SIZE	QUANTITY
1	Solid Bricks	6x8x16	300 N
		300 N	300 N

Vehicle No. TS 08 UE 0811

Time :

Driver Name :

SUMMIT SALES LLP
IN WARD
No. 24650
Date: 1-12-22
Sign:
R.R. DIST.

INWARD

AQY Dt: 01/11/22

Received the above material in good condition

MRN No. 19083 Dt. 21/11/22

Received By: Sign

Receiver's Signature

For SRI SAI VISHAL ENTERPRISES

TAX INVOICE

✆ : 8367679193

SRI SAI VISHAL ENTERPRISES

FLY ASH BRICKS

Factory : Godumakunta Vill., Keesara Mdl, Medchal Dist.
Office : Street No. 17, Tarnaka, Secunderabad.

GSTIN : 36ACZPL1512H1ZF

(COMPOSITION TAXABLE PERSON NOT ELIGIBLE TO COLLECT TAX ON SUPPLIES)

M/s Modi Housing pvt Ltd
Cherapally

Party GSTIN 36AADCM5906D2ZD

Inv. No. 132 Date : 20-03-23
D.C. No. 130 Date :
P. O. 93665 Date :
Payment
State : **TELANGANA** Code : **36**

S.No.	PARTICULARS	HSN CODE	QTY.	RATE	UNIT	AMOUNT Rs. Ps.
1.	**20 mm Metal**					
2.	**Baby Chips**					
3.	**Stone Dust**					
4.	**Sand**					
5.	**Red Mutti**					
6.	**Granite**					
7.	**40mm Hand Metal**					
8.	**Crusher Sand**					
9.	**12mm Metal**					
10.	**Flyash Bricks**					
	4X8X16		425	26	Nos	11050-00
	6X8X12					
	6X8X16					
	8X8X12					
	8X8X16					

SUMMIT SALES LLP R.R. DIST.
IN WARD No: 10295 Date: 22/9/22 Sign:

Rupees in words eleven Thousand fifty only

TOTAL		11050-00
SGST @ -	%	–
CGST @	%	–
GRAND TOTAL		11050-00

Name : **SRI SAI VISHAL ENTERPRISES**
Bank Name : **HDFC BANK**
Account No. : **50200042541343**
IFSC Code : **HDFC0000368** **Branch : Nacharam**

E. & O.E.

For **SRI SAI VISHAL ENTERPRISES**

Date:- 20.03.23
Bill no:- 132

SRI SAI VISHAL ENTERPRISES

Modi Housing pvt Ltd Chirpally

DATE	V.NO	DC.NO	4 X8X16	PO.NO	PO.DATE
30.12.22	8193	130	425 no	93665	
		Total	425 no		

x.