

PURCHASE DIVISION  
Advice for approval for credit to supplier

|                                                                                                                                                                                                                                                   |                  |                                                                                                                                                                 |                               |                                                                     |                  |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|---------------------------------------------------------------------|------------------|
| Date: 04.05.23                                                                                                                                                                                                                                    |                  | Prepared by V. RAVI                                                                                                                                             |                               | Serial no. 17508                                                    |                  |
| Supplier name Schindley India Pvt Ltd.                                                                                                                                                                                                            |                  | HO inward no.                                                                                                                                                   |                               |                                                                     |                  |
| Firm/Company MRMLUP                                                                                                                                                                                                                               |                  | Project G.M.R                                                                                                                                                   |                               | HO received date                                                    |                  |
| PO/WO date 16.09.21                                                                                                                                                                                                                               |                  | PO/WO No. 79799                                                                                                                                                 |                               | Scan ID.                                                            |                  |
| Sl no.                                                                                                                                                                                                                                            | Bill no.         | Bill date                                                                                                                                                       | Bill amount                   | Original attached                                                   |                  |
| 1.                                                                                                                                                                                                                                                | C13600043558     | 06.10.21                                                                                                                                                        | 210,000 - 15                  | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |                  |
| 2.                                                                                                                                                                                                                                                | C13600051559     | 03.05.22                                                                                                                                                        | 823,601 - 40                  | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |                  |
| 3.                                                                                                                                                                                                                                                |                  |                                                                                                                                                                 | /                             | <input type="checkbox"/> Yes <input type="checkbox"/> No            |                  |
| 4.                                                                                                                                                                                                                                                |                  |                                                                                                                                                                 |                               | <input type="checkbox"/> Yes <input type="checkbox"/> No            |                  |
| Amount A – Bills total (Excluding Transport & Hamali Charges):                                                                                                                                                                                    |                  |                                                                                                                                                                 |                               | 10,83,601.55                                                        |                  |
| Proof of delivery by way of: <input checked="" type="checkbox"/> DCs/bill <input type="checkbox"/> Steel report <input type="checkbox"/> RMC pour report <input type="checkbox"/> Solid block report <input type="checkbox"/> Installation report |                  |                                                                                                                                                                 |                               |                                                                     |                  |
| MRN nos.:                                                                                                                                                                                                                                         |                  |                                                                                                                                                                 | Proof of delivery matches MRN | <input type="checkbox"/> Yes <input type="checkbox"/> No            |                  |
| Amount B – Other Credits : Transportation charges                                                                                                                                                                                                 |                  |                                                                                                                                                                 |                               | -                                                                   |                  |
| Amount C – Other Debits :                                                                                                                                                                                                                         |                  |                                                                                                                                                                 |                               | -                                                                   |                  |
| Amount D (D=A+B-C) – Amount to be credited to the supplier:                                                                                                                                                                                       |                  |                                                                                                                                                                 |                               | 10,83,601.55                                                        |                  |
| Amount E – PO / WO value:                                                                                                                                                                                                                         |                  |                                                                                                                                                                 |                               | 1400,000.38                                                         |                  |
| Amount F – Difference (A – E):                                                                                                                                                                                                                    |                  |                                                                                                                                                                 |                               | 3,16,398.98                                                         |                  |
| Quantity received as per PO / WO                                                                                                                                                                                                                  |                  | <input type="checkbox"/> Yes <input type="checkbox"/> Excess received <input type="checkbox"/> Short received <input checked="" type="checkbox"/> Part received |                               |                                                                     |                  |
| Close PO / WO                                                                                                                                                                                                                                     |                  | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No – wait for balance material <input type="checkbox"/> Other                                  |                               |                                                                     |                  |
| Payment – due date                                                                                                                                                                                                                                |                  | Advance paid.                                                                                                                                                   |                               |                                                                     |                  |
| Remarks: find bill & close this PO.                                                                                                                                                                                                               |                  |                                                                                                                                                                 |                               |                                                                     |                  |
|                                                                                                                                                                                                                                                   |                  |                                                                                                                                                                 |                               |                                                                     |                  |
| Approved by                                                                                                                                                                                                                                       | Purchase Officer | Purchase Manager                                                                                                                                                | M D                           | Accountant                                                          | Accounts Manager |
| Name:                                                                                                                                                                                                                                             |                  | V. RAVI                                                                                                                                                         |                               |                                                                     |                  |
| Sign:                                                                                                                                                                                                                                             |                  |                                                                              |                               |                                                                     |                  |
| Date                                                                                                                                                                                                                                              |                  | 04/5/23                                                                                                                                                         |                               |                                                                     |                  |
| 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.: 79199         | PO date: 16/03/21                                                | Req. no.: 181173           | Advice Scan ID                                                   |
| Barcoded PO available | <input checked="" type="checkbox"/> Y <input type="checkbox"/> N | Invoice original available | <input checked="" type="checkbox"/> Y <input type="checkbox"/> N |
|                       |                                                                  | Copy available             | <input checked="" type="checkbox"/> Y <input type="checkbox"/> N |
|                       |                                                                  | POD available              | <input checked="" type="checkbox"/> Y <input type="checkbox"/> 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 received, work also completed

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: St. Goushee

Sign: *Goushee*

Date: 28/04/23

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: 11,47,000/-

Date of payment: 4/5/22 &amp; 11/6/22

Details of part bill received:

| Sl. No. | Bill no. | Bill date | Bill amount | Cr. given to supplier |
|---------|----------|-----------|-------------|-----------------------|
| 1.      |          |           |             |                       |
| 2.      |          |           |             |                       |
| 3.      |          |           |             |                       |
| 4.      |          |           |             |                       |

Remarks by Accountants:

Prepared by: *Rejitha*Sign: *Rejitha*

Date: 28/5/23

Notes: 1. POs/WOs issued for turnkey works - may have been processed by E&amp;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.      | C13600043558 | 06.10.21  | 210,000 - 15 |         |
| 2.      | C13600051559 | 03.05.22  | 873,601 - 40 |         |
| 3.      |              |           |              |         |

Remarks: Need MD's approval for enclosed invoices. for G-BLOCK Litf.

Prepared by: Ravi

Sign: *Ravi*

Date: 02.05.23.

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: *Soham*

Date:

APPROVED BY  
*Soham*  
PROJECT MANAGERAPPROVED BY  
- 4 MAY 2023  
SOHAM MODI  
MANAGING DIRECTOR

16/09/21

Req. no.:

12-1177

ADVICE

**Purchase Order**

Original / Office Copy / Purchase Div. Copy

Page(s) 1 Of 1

28-04-2023 10:06:56

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**

Schindler India PVT LTD  
 3A, 3rd floor, Dwaraka Central, Plot no. 57, Jalhind Enclave, Hi-Tech City  
 Road, Madhapur, Hyderabad, Telangana - 500 081

GSTIN 36AAECS1548J1Z7

7337399686

|            |                         |        |
|------------|-------------------------|--------|
| Doc No     | 79799                   | 187173 |
| Doc Date   | 16-09-2021              |        |
| Quote No   | 0302326158              |        |
| Quote Date | 30-07-2021              |        |
| SupplyType | Supply And Installation |        |

Kind Attn : **Mr. E. Raghu Rama Sastry**

Purchase Order for the Supply of following items.

| Item Name                                                                                                                 | Qty  | Rate       | Dis% | GST   | Amount       |
|---------------------------------------------------------------------------------------------------------------------------|------|------------|------|-------|--------------|
| 1 5203 - Equipment - machinery - Simplex Operation System (Lift) - NA - Nos<br>13 Passenger Lift- 7 stop - Schindler 3000 | 1.00 | 1,186,441. | 0.00 | 18.00 | 1,400,000.38 |
| Total Order Value . . .                                                                                                   |      |            |      |       | 1,400,000.38 |

Rupees : Fourteen Lakh(s) and Paise Thirty Eight Only.

**Terms and Conditions :-**

**Specification / Brand** As per your negotiated quote dtd 30/07/2021 for 13 passengers - 7 stops lift.

**Payment Terms** As per details given in the Letter of confirmation dt.

**Tax** All taxes included in above price.

**Delivery Date** Lifts shall be delivered by 01/03/2022.

**Delivery Location** Gulmohar Residency  
 Survey No 19, Mallapur, Hyderabad NExt to NFC Railway Over Bridge  
 Phone. Contact Security \_\_\_\_\_, 8309938133

**Penalty For Delay** Nil

**Transportation Cost** Included in the above price.

**Warranty** Comprehensive warranty including labour and parts upto one year from the date of commissioning.

**Advance Paid** 15% as advance along with purchase order Rs. 2,10,000/- through Cheque vide \_\_\_\_\_ (Part payment), dtd.

**Other Terms** AMC charges shall be @4% of the P.O. value(Excl GST)+GST per lift for 1 st year after warranty, there after 5% increase on AMC charges per lift  
 5yrs above order is for G block purpose.

**Completion Date** As per details given in the Letter of confirmation dt.

**Measurment** Nil

**Security** You shall be responsible for your material at our site against theft or damage. Lockable rooms with keys shall be in your custody

**Remarks** Nil

Books of accounts verified and  
 no bills wrt this PO were  
 received by accounts  
 Name: *Raghu Rama Sastry*  
 Sign:  
 Date:

Books of accounts verified and  
 no bills wrt this PO were  
 received by accounts

Name:

Sign:

Date:

*[Signature]*  
 PROJECT MANAGER

Physically verified  
 lift's all working.  
*[Signature]*

For **Modi Reality Mallapur LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Schindler India PVT LTD**

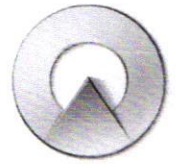
Name : \_\_\_\_\_

Name : \_\_\_\_\_

Date : \_\_\_\_/\_\_\_\_/\_\_\_\_

Schindler India Pvt. Ltd.  
S. R. Arcade, 3rd Floor  
1-2-73/2, 1-2-63 & 64, Parklane  
Secunderabad 500003  
Tel: 040 3095 0100 Fax: 040 3095 0199

GSTIN: 36AAECS1548J1Z7



**Schindler**

**Tax Invoice Original for Recipient**

**No: CI3600043558**

Date: 06.10.2021

Invoice for: ( Bill to )

Modi Reality Mallapur LLP

5-4-187/3&3, II nd floor, Soham Mansion, MG Road  
Secunderabad 500003

Site address ( Place of Delivery )

Modi's GMR Block

Sy no: 19, Mallapur  
secunderabad 500003

Customer GSTIN: 36AAEFM1459R1ZP  
Order Ref: 302410630  
Customer No. 110897454  
Customer PAN AAEFM1459R

Customer GSTIN: 36AAEFM1459R1ZP  
Bill to: Telangana 36  
Place of Delivery: Telangana 36  
SAC Code: 995466

79799

| O/Reference                                                                                                                                | Qty | Amount INR |
|--------------------------------------------------------------------------------------------------------------------------------------------|-----|------------|
| Description / Site address / Add.Text                                                                                                      |     |            |
| COMPOSITE SUPPLY OF WORKS CONTRACT IN RELATION TO IMMOVABLE PROPERTY SUPPLY & INSTALLATION, REPAIR & MAINTENANCE OF ELEVATORS & ESCALATORS |     |            |
| Order no: 11657987 / Order Reception                                                                                                       | 1   | 177,966.15 |
| Schindler 3000                                                                                                                             |     |            |
| Modi's GMR Block, Sy no: 19, Mallapur, secunderabad 500003                                                                                 |     |            |
| <b>Subtotal</b>                                                                                                                            |     | 177,966.15 |
| CGST 9%                                                                                                                                    |     | 16,017.00  |
| SGST 9%                                                                                                                                    |     | 16,017.00  |
| <b>Grand Total</b>                                                                                                                         |     | 210,000.15 |

**Total Amount for this Milestone 210,000.15**

RUPEES TWO LAKH TEN THOUSAND AND FIFTEEN PAISE ONLY

**Payment method: By Cheque, Demand Draft, Electronic Fund Transfer**

**Payment terms: Payable within 1 day**

PAN: AAEC1548J

Reverse Charge Mechanism # No

Tax Deduction Certificates in Form 16A (if any) must accompany the payment  
Kindly quote invoice No. at the time of payment E&OE

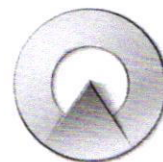
SCHINDLER INDIA PVT. LTD.

Authorised Signatory

Page : 1/3

Belnr: 5162053960  
Ref.Belnr:

**Bank Name** : CITIBANK N.A.  
**Bank Current A/C** : 0008002002  
**Bank Code** : 037  
**Bank Address** : 293, D.N. Road, Fort, Mumbai-01  
**MICR No.** : 400037002  
**RTGS No.** : CITI0100000 / **SWIFT Code**: CITIINBX  
**Email ID** : accounts.in@schindler.com



**Schindler**

**Tax Invoice Original for Recipient**

No: CI3600043558

Date: 06.10.2021

IRN No:dfcd1a55bcd9b75365d64650a65adcb574c6ef9fe9bf353f062b4f788d315a



**Tax Invoice Original for Recipient**  
**No: CI3600043558**  
Date: 06.10.2021

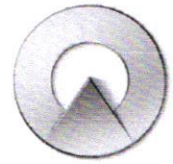
**Collection History**

| Date                   | Cheque.No/ EFT | Reference    | Debit      | Credit     |
|------------------------|----------------|--------------|------------|------------|
| 28.09.2021             | 657            |              |            |            |
| 28.09.2021             | 1556           |              | 0.00       | 70,000.00  |
| 06.10.2021             |                | CI3600043558 | 0.00       | 140,000.00 |
| <b>Customer Total:</b> |                |              | 210,000.15 | 0.00       |
|                        |                |              | 210,000.15 | 210,000.00 |
| <b>Order balance:</b>  |                |              | 0.15       |            |

Bank Name : CITIBANK N.A.  
Bank Current A/C : 0008002002  
Bank Code : 037  
Bank Address : 293, D.N. Road, Fort, Mumbai-01  
MICR No. : 400037002  
RTGS No. : CITI0100000 / SWIFT Code: CITIINBX  
Email ID : accounts.in@schindler.com

Schindler India Pvt. Ltd.  
S. R. Arcade, 3rd Floor  
1-2-73/2, 1-2-63 & 64, Parklane  
Secunderabad 500003  
Tel: 040 3095 0100 Fax: 040 3095 0199

GSTIN: 36AAECS1548J1Z7



**Schindler**

**Tax Invoice Original for Recipient**

**No: CI3600051559**

Date: 30.05.2022

Invoice for: ( Bill to )

Modi Reality Mallapur LLP  
5-4-187/3&3, II nd floor, Soham Mansion, MG Road  
Secunderabad 500003

Site address ( Place of Delivery )

Modi's GMR Block  
Sy no: 19,Mallapur  
secunderabad 500003

Customer GSTIN: 36AAEFM1459R1ZP  
Order Ref: 302410630  
Customer No. 110897454  
Customer PAN AAEFM1459R

Customer GSTIN: 36AAEFM1459R1ZP  
Bill to: Telangana 36  
Place of Delivery: Telangana 36  
SAC Code: 995466

| O/Reference                                                                                                                                | Qty | Amount INR |
|--------------------------------------------------------------------------------------------------------------------------------------------|-----|------------|
| Description / Site address / Add.Text                                                                                                      |     |            |
| COMPOSITE SUPPLY OF WORKS CONTRACT IN RELATION TO IMMOVABLE PROPERTY SUPPLY & INSTALLATION, REPAIR & MAINTENANCE OF ELEVATORS & ESCALATORS |     |            |
| Order no: 11657987 / Release to Production                                                                                                 | 1   | 740,339.40 |
| Schindler 3000 / 11657987                                                                                                                  |     |            |
| Modi's GMR Block, Sy no: 19,Mallapur, secunderabad 500003                                                                                  |     |            |
| <b>Subtotal</b>                                                                                                                            |     | 740,339.40 |
| CGST 9%                                                                                                                                    |     | 66,631.00  |
| SGST 9%                                                                                                                                    |     | 66,631.00  |
| <b>Grand Total</b>                                                                                                                         |     | 873,601.40 |

**Total Amount for this Milestone 873,601.40**

RUPEES EIGHT LAKH SEVENTY THREE THOUSAND SIX HUNDRED ONE AND FORTY PAISE ONLY

**Payment method: By Cheque, Demand Draft, Electronic Fund Transfer**

**Payment terms: Payable within 1 day**

PAN: AAEC1548J

Reverse Charge Mechanism # No

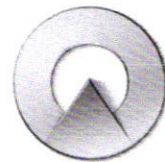


Digitally signed by DS  
SCHINDLER INDIA  
PRIVATE LIMITED 1  
Date: 2022.05.31 08:34:09  
IST  
Reason: Sandhya Sharma  
Location: Hyderabad -1 BR

Page : 1/3

Belnr: 5162062294  
Ref.Belnr:

**Bank Name** : CITIBANK N.A.  
**Bank Current A/C** : 0008002002  
**Bank Code** : 037  
**Bank Address** : 293, D.N. Road, Fort,Mumbai-01  
**MICR No.** : 400037002  
**RTGS No.** : CITI0100000 / **SWIFT Code:** CITIINBX  
**Email ID** : accounts.in@schindler.com



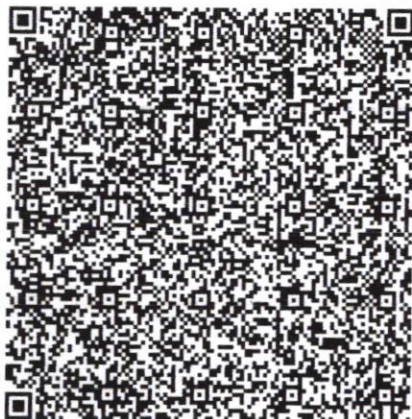
**Schindler**

**Tax Invoice Original for Recipient**

No: CI3600051559

Date: 30.05.2022

IRN No:d6836b64c6e5fe6a4e6232cdedc0e58aee0ffb7e4e675aab7908f2cd027b958



**Tax Invoice Original for Recipient****No: CI3600051559**

Date: 30.05.2022

**Collection History**

| Date                   | Cheque.No/ EFT | Reference    | Debit        | Credit       |
|------------------------|----------------|--------------|--------------|--------------|
| 28.09.2021             | 657            |              | 0.00         | 70,000.00    |
| 28.09.2021             | 1556           |              | 0.00         | 140,000.00   |
| 06.10.2021             |                | CI3600043558 | 210,000.15   | 0.00         |
| 08.04.2022             | 483            |              | 0.00         | 267,000.00   |
| 13.04.2022             | 484            |              | 0.00         | 573,000.00   |
| 27.05.2022             | 2003           |              | 0.00         | 42,000.00    |
| 30.05.2022             |                | CI3600051559 | 873,601.40   | 0.00         |
| <b>Customer Total:</b> |                |              | 1,083,601.55 | 1,092,000.00 |
| <b>Order balance:</b>  |                |              | 8,398.45-    |              |