PURCHASE DIVISION

Advice for approval for credit to supplier

| | | | | | |
|---|---|---|---|---|---|
| Date: | 25/05/23 | Prepared by | V.RAVI | Serial no. | 17959 |
| Supplier name | G.P. Buildcon of India | | | HO inward no. | |
| Firm/Company | Crescentia Lks | Project | GV one. | HO received date | |
| PO/WO date | 25.02.23 | PO/WO No. | 97569. | Scan ID. | |

| Sl no. | Bill no. | Bill date | Bill amount | Original attached |
|---|---|---|---|---|
| 1. | GP/22-23/609 | 03.03.23 | 14,160-00 | ✓ □ Yes □ No |
| 2. | | | | □ Yes □ No |
| 3. | | | | □ Yes □ No |
| 4. | | | | □ Yes □ No |

| | |
|---|---|
| Amount A – Bills total (Excluding Transport & Hamali Charges): | 14,160-00 |

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: | 14,160-00 |
| Amount E – PO / WO value: | 14,160-00 |
| 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 | 30/5/23. |
| Remarks: | final bill. |

| Approved by | Purchase Officer | Purchase Manager | M D | Accountant | Accounts Manager |
|---|---|---|---|---|---|
| Name: | | V.RAVI | | | |
| Sign: | | [signature] | | | |
| Date | | 25/05/23 | | | |
| 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.

MODI PROPERTIES PVT. LTD. SECBAD INWARD No. 2331 Date 25/5/23 Sign.

Form for closure of purchase order

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| PO no.: | 97569 | PO date: | 25/2/23 | Req. no.: | 195173 | 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 | |

□ 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: 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: TANYA.N | Sign: | Date: 21/4/23. |

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. | | | | |
| 2. | | | | |
| 3. | | | | |

Remarks by Accountants: Bill not received

| | | |
|---|---|---|
| Prepared by: Vinodkumar | Sign: | Date: 04.05.23 |

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. | GP-22-23/609 | 03.03.23 | 14,160-00 | |
| 2. | | | | |
| 3. | | | | |

Remarks: Need MD's Approve for enclosed Invoice.

| | | |
|---|---|---|
| Prepared by: Ravi | Sign: | Date: 04/5/23. |

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
- 5 MAY 2023
SOHAM MODI
MANAGING DIRECTOR

# Tax Invoice

**.DCON MATERIALS**
il Srinivasa Towers, 29 - Sripuri Colony
.uda, Secunderabad - 15
.o:9866116375(Pavan)
TIN/UIN: 36AIZPG8119P1Z9
.ate Name : Telangana, Code : 36
E-Mail : g.pbuildcon999@gmail.com

| | |
|---|---|
| Invoice No. **GP/22-23/609** | Dated **3-Mar-2023** |
| Delivery Note | Mode/Terms of Paymer |
| Supplier's Ref. | Other Reference(s) |
| Buyer's Order No. **97569** | Dated **25-Feb-2023** |
| Despatch Document No. | Delivery Note Date |
| Despatched through **By Hand-Mr Kraju** | Destination **Turkapally** |
| Terms of Delivery | |

Buyer
**Crescentia Labs Pvt Ltd**
Plot No.15-B, MN Park Phase-I, Sy No.230 to
243, Turkapally Village, Shameerpet Mandal,
MedchalMalkajigiri (D).
GSTIN/UIN : 36AADCB2608M1ZO
State Name : Telangana, Code : 36

| Sl No. | Description of Goods | HSN/SAC | Quantity | Rate | per | Amount |
|---|---|---|---|---|---|---|
| 1 | **Line Level,GLL5-50 India** *Slno:225000672* | 9013 | **1 NOS** | 9,750.00 | NOS | **9,750.0** |
| 2 | **BT150 (5/8" Thread) Tripod** | 90179000 | **1 NOS** | 2,250.00 | NOS | **2,250.0** |
| | | | | | | 12,000.0 |
| | ***CGST @ 9 %*** | | | 9 | % | **1,080.0** |
| | ***SGST @ 9 %*** | | | 9 | % | **1,080.0** |
| | Total | | **2 NOS** | | | **₹ 14,160.00** |

INWARD
Inward No. 1427
Suraj
9246364748

Amount Chargeable (in words)
**INR Fourteen Thousand One Hundred Sixty Only**
E. & O.E

| HSN/SAC | Taxable Value | Central Tax Rate | Central Tax Amount | State Tax Rate | State Tax Amount | Total Tax Amount |
|---|---|---|---|---|---|---|
| 9013 | 9,750.00 | 9% | 877.50 | 9% | 877.50 | 1,755.00 |
| 90179000 | 2,250.00 | 9% | 202.50 | 9% | 202.50 | 405.00 |
| **Total** | **12,000.00** | | **1,080.00** | | **1,080.00** | **2,160.00** |

Tax Amount (in words) : **INR Two Thousand One Hundred Sixty Only**

Company's Bank Details
Bank Name : **ICICI BANK LTD (630805500095)**
A/c No. : **630805500095**
Branch & IFS Code: **Vikrampuri & ICIC0006308**

Company's PAN : **AIZPG8119P**

Declaration
We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.

**for G.P. BUILDCON MATERIALS**

Authorised Signatory

SUBJECT TO SECUNDERABAD JURISDICTION

This is a Computer Generated Invoice

# Purchase Order

27-02-2023 11:48:48

Original / Office Copy / Purchase Div.Copy

...npany : **Crescentia Labs Pvt Ltd**
Plot No.15-B, MN Park Phase-I, Sy No.230 to 243, Turkapally Village, Shameerpet Mandal, Medchal Malkajigiri (D).
G S T No. : 36AADCB2608M1ZO

**...upplier Details**

| | | | |
|---|---|---|---|
| G.P.Buildcon materials<br>flat.no.G1, Saisrinivasa towers, Sri puri Colony, Kakaduda, secunderbad<br><br>**GSTIN** 36AIZPG8119P1Z9<br>9866116375 | **Doc No** | 97569 | 195173 |
| | **Doc Date** | 25-02-2023 | |
| | **Quote No** | nil | |
| | **Quote Date** | 22-02-2023 | |
| | **SupplyType** | Supply | |

**Kind Attn : Mr.Pavan**

Purchase Order for the Supply of following Items.

| | Item Name | Qty | Rate | Dis% | GST | Amount |
|---|---|---|---|---|---|---|
| 1 | 618900 - EQPT-Equipment - Line Laser-- - NA - Nos<br>*GLL 5-50X (WITH 150MM TRIPAD)* | 1.00 | 12,000.00 | 0.00 | 18.00 | 14,160.00 |
| | | | | **Total Order Value . . .** | | **14,160.00** |

Rupees : Fourteen Thousand One Hundred Sixty Only.

<u>Terms and Conditions :-</u>

| | |
|---|---|
| **Specification / Brand** | All items shall be of BOSCH make brand/company |
| **Payment Terms** | After Delivery & Production of bill |
| **Tax** | All taxes included in above price. |
| **Delivery Date** | Within 2 days |
| **Delivery Location** | G V One<br>Plot No.15-B, MN Park Phase-I, Sy No. 230 to 243, Turkapally Village, Shameerpet mandal, Medchal Malkajigiri (D)<br>Phone. |
| **Penality For Delay** | Nil |
| **Transportation Cost** | Transport cost shall be borne by us. |
| **Warranty** | Nil |
| **Advance Paid** | nil |
| **Other Terms** | We reserve the right to reject items not conforming to quality and specifications.Above order for site use purpose. |
| **Completion Date** | NA |
| **Measurment** | NA |
| **Security** | Nil |
| **Remarks** | Materail Delivery at Crescentia Labs Pvt Ltd ,Contact person Mr. Ansari-7667074298 |

For *Crescentia Labs Pvt Ltd*
Authorised Signatory

*Accepted the above Terms And Conditions*
For *G.P.Buildcon materials*

10,500 + 18% GST
Stand 5.50 x
2,150 + 18%
BT-180 mm tripod.
12,650 GST
12,000/- Anwar

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| Requisition Form | | | | | | | |
| Company Name | Crescenta Labs Pvt Ltd | Date | 22 02 23 | | | | |
| Site & Phase | GV One | Time | 14 00 | | | | |
| Unit No./Block No. | | | | | | | |
| Supplier | | Req No | 195173 | | | | |
| Material required before date. | | ID No. | 84587 | | | | |
| S No | Item | Qty required | Qty available at site | Order Qty | Inward No | Inward Date | |
| 1 | EQPT6189-Equipment-Line Laser---Nos | 1 | | | | | |
| 2 | | | | | | | |
| 3 | | | | | | | |
| 4 | | | | | | | |
| 5 | | | | | | | |
| 6 | | | | | | | |
| 7 | | | | | | | |
| 8 | | | | | | | |
| 9 | | | | | | | |
| 10 | | | | | | | |
| Remarks | Toward site use purpose | | | | | | |
| | | | | | | | |
| | Engineer | Project Manager | | Purchase | | MD | |
| Prepared By | Ansari | | | | | | |
| Approved By | Subba Reddy | | | | | | |
| Sign & Date | 22/02/2023 | | | | | | |

3-15 +
P0092569

APPROVED
25 FEB 2023
MINISH PARIKH
MANAGER PROCUREMENT

2022112800G.
93024

# Tax Invoice

| | | |
|---|---|---|
| **G.P. BUILDCON MATERIALS**<br>G-1 , Sai Srinivasa Towers, 29 - Sripuri Colony<br>Kakaguda, Secunderabad - 15<br>Ph No:9866116375(Pavan)<br>GSTIN/UIN: 36AIZPG8119P1Z9<br>State Name : Telangana, Code : 36<br>E-Mail : g.pbuildcon999@gmail.com | Invoice No.<br>**GP/22-23/609** | Dated<br>**3-Mar-2023** |
| | Delivery Note | Mode/Terms of Payment |
| | Supplier's Ref. | Other Reference(s) |
| Buyer<br>**Crescentia Labs Pvt Ltd**<br>Plot No.15-B, MN Park Phase-I, Sy No.230 to 243,<br>Turkapally Village, Shameerpet Mandal,<br>MedchalMalkajigiri (D).<br>GSTIN/UIN : 36AADCB2608M1ZO<br>State Name : Telangana, Code : 36 | Buyer's Order No.<br>**97569** | Dated<br>**25-Feb-2023** |
| | Despatch Document No. | Delivery Note Date |
| | Despatched through<br>**By Hand-Mr Kraju** | Destination<br>**Turkapally** |
| | Terms of Delivery | |

| Sl No. | Description of Goods | HSN/SAC | Quantity | Rate | per | Disc. % | Amount |
|---|---|---|---|---|---|---|---|
| 1 | **Line Level,GLL5-50 India**<br>*Slno:225000672* | 9013 | **1 NOS** | 9,750.00 | NOS | | **9,750.00** |
| 2 | **BT150 (5/8" Thread) Tripod** | 90179000 | **1 NOS** | 2,250.00 | NOS | | **2,250.00** |
| | | | | | | | 12,000.00 |
| | ***CGST @ 9 %*** | | | 9 | % | | **1,080.00** |
| | ***SGST @ 9 %*** | | | 9 | % | | **1,080.00** |
| | Total | | **2 NOS** | | | | **₹ 14,160.00** |

Amount Chargeable (in words) *E. & O.E*

**INR Fourteen Thousand One Hundred Sixty Only**

| HSN/SAC | Taxable Value | Central Tax | | State Tax | | Total Tax Amount |
|---|---|---|---|---|---|---|
| | | Rate | Amount | Rate | Amount | |
| 9013 | 9,750.00 | 9% | 877.50 | 9% | 877.50 | 1,755.00 |
| 90179000 | 2,250.00 | 9% | 202.50 | 9% | 202.50 | 405.00 |
| **Total** | **12,000.00** | | **1,080.00** | | **1,080.00** | **2,160.00** |

Tax Amount (in words) : **INR Two Thousand One Hundred Sixty Only**

Company's Bank Details
Bank Name : **ICICI BANK LTD (630805500095)**
A/c No. : **630805500095**
Branch & IFS Code : **Vikrampuri & ICIC0006308**

Company's PAN : **AIZPG8119P**

Declaration
We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.

for G.P. BUILDCON MATERIALS

G.P. BUILDCON MATERIALS

Authorised Signatory

SUBJECT TO SECUNDERABAD JURISDICTION

This is a Computer Generated Invoice

"TRUE COPY"