PURCHASE DIVISION
Advice for approval for credit to supplier

| | | | | | |
|---|---|---|---|---|---|
| Date: | 31/05/23 | Prepared by | V. RAVI | Serial no. | 18677 |
| Supplier name | Liberty 21 Ventures Pvt Ltd. | | | HO inward no. | |
| Firm/Company | MPPL | Project | NPL. | HO received date | |
| PO/WO date | 18.01.22 | PO/WO No. | 84540. | Scan ID. | |

| Sl no. | Bill no. | Bill date | Bill amount | Original attached |
|---|---|---|---|---|
| 1. | G107 | 26.07.22 | 40,807-00 | ☑ Yes □ No |
| 2. | | | | □ Yes □ No |
| 3. | | | | □ Yes □ No |
| 4. | | | | □ Yes □ No |

| | |
|---|---|
| Amount A – Bills total (Excluding Transport & Hamali Charges): | 40,807-00 |
| 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: | 40,807-00 |
| Amount E – PO / WO value: | 3,70,431-50 |
| Amount F – Difference (A – E): | 3,29,624-50 |
| 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 | 01/06/23. |
| Remarks: | Final bill & Close this P.O. |

| Approved by | Purchase Officer | Purchase Manager | M D | Accountant | Accounts Manager |
|---|---|---|---|---|---|
| Name: | | V. RAVI | | | |
| Sign: | | [signature] | | | |
| Date | | 31/5/23 | | | |
| 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.

PROPERTIES PVT. LTD.
INWARD
No. 2751
Date 31/5/23

Form for closure of purchase order

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| PO no.: | 84540 | PO date: | 18/1/22 | Req. no.: | M8317 | 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: Close Po – work 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: Divya | Sign: | Date: 29/5/23. | |

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: 37043/– | Date of payment: 22/1/22

Details of part bill received:

| Sl. No. | Bill no | Bill date | Bill amount | Cr. given to supplier |
|---|---|---|---|---|
| 1. | G411 | 21-2-2022 | 239096 | Yes |
| 2. | G432 | 17-3-2022 | 102017 | yes. |
| 3. | | | | |

Remarks by Accountants:

| | | |
|---|---|---|
| Prepared by: Sangeetha | Sign: | Date: 30/5/2023 |

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. | G 107 | 40,807-00 | 40,807-00 | |
| 2. | | dt. 26/07/2022 | | |
| 3. | | | | |

Remarks. Need MD's Approval for enclosed Invoice.

| | | |
|---|---|---|
| Prepared by: Ravi | Sign: | Date: 30/05/23 |

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
31 MAY 2023
SOHAM MODI
MANAGING DIRECTOR

# Purchase Order

29/05/2023 15:59:30

Original / Office Copy / Purchase Div.Copy

...n Company : **Modi Properties Pvt.Ltd.**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AABCM4761E1ZM

**Supplier Details**

Liberty21 Ventures Private Limited
1st floor, Plot no. 19, Above Heritage Fresh, Sanjeeva Co - Op. Housing Society Village, Secunderabad - 500009

**GSTIN** 36AADCG8462G1ZG

9866689601

| | | |
|---|---|---|
| Doc No | 84540 | 178317 |
| Doc Date | 18-01-2022 | |
| Quote No | Nil | |
| Quote Date | 06-12-2021 | |
| SupplyType | Supply And Installation | |

**Kind Attn : Shashikala**

Purchase Order for the Supply of following Items.

| | Item Name | Qty | Rate | Dis% | GST | Amount |
|---|---|---|---|---|---|---|
| 1 | 2292 - Carpentry -glass - Glass French Window - Other - Nos<br>*French Door - 95.50" x 83.50"* | 13.00 | 17,291.00 | 0.00 | 18.00 | 265,243.94 |
| 2 | 2292 - Carpentry -glass - Glass French Window - Other - Nos<br>*French Door - 71.50" x 83.50"* | 6.00 | 14,857.00 | 0.00 | 18.00 | 105,187.56 |
| | | | | **Total Order Value ...** | | **370,431.50** |

Rupees : Three Lakh(s) Seventy Thousand Four Hundred Thirty One and Paise Fifty Only.

## Terms and Conditions :-

| | |
|---|---|
| **Specification /** | As per details given in the quotation dt. 06/12/2021 |
| **Payment Terms** | 10% as advance & balance on delivery of materials and receipt of invoice. Advance paid to be proportionately deducted. |
| **Tax** | All taxes included in above price. |
| **Delivery Date** | Within 6days. |
| **Delivery Location** | May Flower Platinum<br>Sy 82/1, Mallapur, Nacharam<br>Phone. 7680971999 |
| **Penality For Delay** | Bills must be submitted to H.O. within 30days of completion of work. 10% plty on value of order will be deducted for delay in submission of bills. |

For ***Modi Properties Pvt.Ltd.***

Authorised Signatory

Accepted the above Terms And Conditions

For ***Liberty21 Veatures Private Limited***

Name ____________ Name ____________ Date __/__/____

Internal memo no. 903/35/A

Annexure -A

# INSTALLATION REPORT

| | | | |
|---|---|---|---|
| Company/ firm | modi properties pvt ltd | Requisition nos. | 178317 |
| Project | mayflower platinum | PO no. | 84540 (partial) |
| Supplier | Liberty21 venture pvt ltd | Material type | upvc french door |

Details of installation

| Sl No. | Date of installation | Unit no. | Material details | Size | Qty |
|---|---|---|---|---|---|
| 1 | 04-03-2022 | B-602 | upvc french door | 8'x7' | 1 No's |
| 2 | | B-703 | " | 8'x7' | " |
| 3 | | B-804 | " | 8'x7' | " |
| 4 | | B-902 | " | 8'x7' | " |
| 5 | | B-1002 | " | 8x7 | " |
| 6 | | C-403 | " | 6'x7' | " |
| 7 | | C-606 | " | 8'x7' | " |
| 8 | | C-804 | " | 6'x7' | " |
| 9 | | C-1001 | " | 6'x7' | " |
| 10 | | C-1002 | " | 6'x7' | " |
| 11 | | C-1003 | " | 6'x7' | " |
| 12 | | C-1005 | " | 8'x7' | " |
| 13 | | | | | |
| 14 | | | | | |
| 15 | | | | | |
| | | | | Total | 12 No's |

Remarks: only 12 flats (partial).

| | Project manager | Security | Admin (Audit) |
|---|---|---|---|
| Approved by | [signature] 4/3/2022 | | [signature] |

Note: 1. Report to be sent on completion of work. 2. For partial completion report must be sent once a month. 3. This report is required for installation of windows, french windows, balcony [illegible] railing, [illegible] 4. One or more reports can be made per PO. [illegible] 5. Provide report on [illegible] quality [illegible] 6. Reports to be sent to purchase [illegible] However report must be provided within one working day of [illegible] 7. [illegible]

Internal memo no. 903/35/A
Annexure -A
INSTALLATION REPORT

| | | | |
|---|---|---|---|
| Company/ firm | Modi Properties Pvt Ltd | Requisition nos. | 178317 |
| Project | MPL | PO no | 84540 |
| Supplier | Liberty 21 Ventures Pvt Ltd | Material type | French Window |

Details of installation

| Sl. No. | Date of installation | Unit no. | Material details | Size | Qty |
|---|---|---|---|---|---|
| 1. | 6/5/22 | B-802 | Glass French Window | 8'x7' | 01 |
| 2 | | B-704 | " | 8'x7' | 01 |
| 3 | | C-406 | " | 8'x7' | 01 |
| 4 | | C-605 | " | 8'x7' | 01 |
| 5 | | C-606 | " | 8'x7' | 01 |
| 6 | | C-705 | " | 8'x7' | 01 |
| 7 | | C-1004 | " | 6'x7' | 01 |
| 8 | | | | | |
| 9 | | | | | |
| 10 | | | | | |
| 11 | | | | | |
| 12 | | | | | |
| 13 | | | | | |
| 14 | | | | | |
| 15 | | | | | |
| | | | | Total | 07 No's |

Remarks: Work Completed in 7 flats. Close PO.

| | Project manager | Security | Admin / Audit |
|---|---|---|---|
| Approved by | [signature] | [signature] | [signature] |

Note: 1. Report to be sent on completion of work. 2. For partial completion [illegible] This report is required for installation of windows, french windows, balcony, staircase railing, fire doors and such materials where [illegible] giving credit to contractor/supplier [illegible] being set to [illegible] report on defects, poor quality, missing items, etc. [illegible] Reports to be sent to purchase [illegible] However report must be provided within one working day of [illegible] [illegible]

Certified true copy.

# Tax Invoice

| | | |
|---|---|---|
| **Liberty21 Ventures Private Limited**<br>1st Floor Plot No.19, Above Heritage Fresh<br>Sanjeeva Co-Op Housing Society Ltd<br>Akbar Road,Diamond Point,Sikh Village<br>Secunderabad<br>Telangana - 500009<br>GSTIN/UIN: 36AADCG8462G1ZG<br>State Name : Telangana, Code : 36<br>CIN: U36912TG2010PTC067050<br>E-Mail : sales@liberty21.in | Invoice No.<br>**G107** | Dated<br>**26-Jul-22** |
| | Delivery Note | Mode/Terms of Payment<br>**Immediate Payment** |
| | Reference No. & Date. | Other References |
| Consignee (Ship to)<br>**Modi Properties Pvt. Ltd.,**<br>Delivery at Site Address<br>May Flower Platinum,<br>Mallapur,<br>HYDERABAD<br>GSTIN/UIN : 36AABCM4761E1ZM<br>State Name : Telangana, Code : 36 | Buyer's Order No.<br>**84540** | Dated<br>**18-Jan-22** |
| | Dispatch Doc No. | Delivery Note Date |
| | Dispatched through<br>**Our Own Vehicle** | Destination<br>**Mallapur** |
| | Bill of Lading/LR-RR No. | Motor Vehicle No.<br>**TS10UB3687** |
| Buyer (Bill to)<br>**Modi Properties Pvt. Ltd.,**<br>Ramgopal Pet,<br>Ranigunj,<br>SECUNDERABAD<br>GSTIN/UIN : 36AABCM4761E1ZM<br>State Name : Telangana, Code : 36 | Terms of Delivery | |

| Sl No. | Description of Goods | HSN/SAC | Quantity | Rate | per | Amount |
|---|---|---|---|---|---|---|
| 1 | **Green Windor Sliding French Door**<br>*95.50" X 83.50"* | 39252000 | **2.000 Nos.** | 17,291.00 | Nos. | **34,582.00** |
| | ***OUT PUT CGST*** | | | | | **3,112.38** |
| | ***OUT PUT SGST*** | | | | | **3,112.38** |

continued ...

"TRUE COPY"

LIBERTY21 VENTURES (P) LTD
A Complete Lifestyle
SEC-BAD

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Certified True copy

# Tax Invoice(Page 2)

| | | |
|---|---|---|
| **Liberty21 Ventures Private Limited**<br>1st Floor Plot No.19, Above Heritage Fresh<br>Sanjeeva Co-Op Housing Society Ltd<br>Akbar Road,Diamond Point,Sikh Village<br>Secunderabad<br>Telangana - 500009<br>GSTIN/UIN: 36AADCG8462G1ZG<br>State Name : Telangana, Code : 36<br>CIN: U36912TG2010PTC067050<br>E-Mail : sales@liberty21.in | Invoice No.<br>**G107** | Dated<br>**26-Jul-22** |
| | Delivery Note | Mode/Terms of Payment<br>**Immediate Payment** |
| | Reference No. & Date. | Other References |
| Consignee (Ship to)<br>**Modi Properties Pvt. Ltd.,**<br>Delivery at Site Address<br>May Flower Platinum,<br>Mallapur,<br>HYDERABAD<br>GSTIN/UIN : 36AABCM4761E1ZM<br>State Name : Telangana, Code : 36 | Buyer's Order No.<br>**84540** | Dated<br>**18-Jan-22** |
| | Dispatch Doc No. | Delivery Note Date |
| | Dispatched through<br>**Our Own Vehicle** | Destination<br>**Mallapur** |
| | Bill of Lading/LR-RR No. | Motor Vehicle No.<br>**TS10UB3687** |
| Buyer (Bill to)<br>**Modi Properties Pvt. Ltd.,**<br>Ramgopal Pet,<br>Ranigunj,<br>SECUNDERABAD<br>GSTIN/UIN : 36AABCM4761E1ZM<br>State Name : Telangana, Code : 36 | Terms of Delivery | |

| Sl No. | Description of Goods | HSN/SAC | Quantity | Rate | per | Amount |
|---|---|---|---|---|---|---|
| | ***Round Off*** | | | | | **0.24** |
| | **Bill Details:**<br>New Ref G107 40,807.00 *Dr* | | | | | |
| | Total | | **2.000 Nos.** | | | **40,807.00 ₹** |

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

**Forty Thousand Eight Hundred Seven Indian Rupees Only**

| HSN/SAC | Taxable Value | Central Tax Rate | Central Tax Amount | State Tax Rate | State Tax Amount | Total Tax Amount |
|---|---|---|---|---|---|---|
| 39252000 | 34,582.00 | 9% | 3,112.38 | 9% | 3,112.38 | 6,224.76 |
| **Total** | **34,582.00** | | **3,112.38** | | **3,112.38** | **6,224.76** |

Tax Amount (in words) : **Six Thousand Two Hundred Twenty Four Indian Rupees and Seventy Six Only**

Company's VAT TIN : **36278347563**
Company's PAN : **AADCG8462G**

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

Company's Bank Details
A/c Holder's Name : **Liberty21 Ventures Private Limited**
Bank Name : **Union Bank of India CA A/c 510341000052342**
A/c No. : **510341000052342**
Branch & IFS Code : **MG Road, Secunderabad & UBIN0900443**

Customer's Seal and Signature

**for Liberty21 Ventures Private Limited**

Prepared by Verified by Authorised Signatory

LIBERTY21 VENTURES (P) LTD * SEC-BAD *

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**Liberty21 Ventures Private Limited**
1st Floor Plot No.19, Above Heritage Fresh
Sanjeeva Co-Op Housing Society Ltd
Akbar Road,Diamond Point,Sikh Village
Secunderabad
Telangana - 500009
CIN: U36912TG2010PTC067050

**Modi Properties Pvt. Ltd.,**
Ledger Account
Ramgopal Pet,
Ranigunj,
SECUNDERABAD

1-Apr-22 to 25-May-23



| Date | | Particulars | Vch Type | Vch No. | Debit | Credit |
|---|---|---|---|---|---|---|
| 1-Apr-22 | To | **Opening Balance** | | | **67,166.97** | |
| 7-Apr-22 | To | **GST SALES @ 18%** | GST SALES | G3 | 3,35,705.28 | |
| 13-Apr-22 | By | **Union Bank of India** | Receipt | 11 | | 18,613.00 |
| 18-Apr-22 | To | **GST SALES @ 18%** | GST SALES | G16 | 1,49,062.32 | |
| 21-Apr-22 | By | **Union Bank of India** | Receipt | 25 | | 1,61,512.00 |
| 25-Apr-22 | To | **GST SALES @ 18%** | GST SALES | G22 | 4,41,357.76 | |
| | To | **GST SALES @ 18%** | GST SALES | G23 | 29,962.00 | |
| 29-Apr-22 | To | **GST SALES @ 18%** | GST SALES | G27 | 6,43,345.44 | |
| 30-Apr-22 | To | **GST SALES @ 18%** | GST SALES | G29 | 3,02,400.96 | |
| 2-May-22 | To | **GST SALES @ 18%** | GST SALES | G30 | 99,219.12 | |
| 10-May-22 | By | **Union Bank of India** | Receipt | 52 | | 64,255.00 |
| | To | **GST SALES @ 18%** | GST SALES | G36 | 2,91,936.72 | |
| 11-May-22 | To | **GST SALES @ 18%** | GST SALES | G37 | 2,29,967.84 | |
| 16-May-22 | By | **Union Bank of India** | Receipt | 67 | | 2,00,000.00 |
| 20-May-22 | By | **Union Bank of India** | Receipt | 73 | | 10,527.00 |
| 23-May-22 | To | **GST SALES @ 18%** | GST SALES | G54 | 14,991.00 | |
| 25-May-22 | By | **Union Bank of India** | Receipt | 88 | | 10,00,000.00 |
| | By | **Union Bank of India** | Receipt | 89 | | 10,00,000.00 |
| 30-May-22 | By | **Union Bank of India** | Receipt | 97 | | 1,35,218.00 |
| 18-Jun-22 | By | **Union Bank of India** | Receipt | 129 | | 6,000.00 |
| | By | **Union Bank of India** | Receipt | 130 | | 13,430.00 |
| 22-Jun-22 | To | **GST SALES @ 18%** | GST SALES | G80 | 99,219.12 | |
| 5-Jul-22 | By | **Union Bank of India** | Receipt | 157 | | 25,970.00 |
| | To | **GST SALES @ 18%** | GST SALES | G91 | 1,60,475.28 | |
| 26-Jul-22 | To | **GST SALES @ 18%** | GST SALES | G107 | 40,807.00 | |
| 2-Aug-22 | By | **Union Bank of India** | Receipt | 191 | | 8,638.00 |
| | By | **Union Bank of India** | Receipt | 192 | | 1,491.00 |
| 6-Aug-22 | To | **GST SALES @ 18%** | GST SALES | G116 | 86,376.00 | |
| | To | **GST SALES @ 18%** | GST SALES | G117 | 14,915.00 | |
| 10-Aug-22 | To | **GST SALES @ 18%** | GST SALES | G124 | 60,078.52 | |
| 17-Aug-22 | By | **Union Bank of India** | Receipt | 211 | | 1,00,000.00 |
| 23-Aug-22 | By | **Union Bank of India** | Receipt | 220 | | 15,000.00 |
| 6-Sep-22 | By | **Union Bank of India** | Receipt | 239 | | 50,000.00 |
| 15-Sep-22 | To | **GST SALES @ 18%** | GST SALES | G153 | 2,33,527.00 | |
| 26-Sep-22 | By | **Union Bank of India** | Receipt | 265 | | 25,000.00 |
| 29-Sep-22 | To | **GST SALES @ 18%** | GST SALES | G163 | 20,419.00 | |
| 14-Oct-22 | By | **Union Bank of India** | Receipt | 286 | | 29,156.00 |
| 24-Oct-22 | By | **Union Bank of India** | Receipt | 304 | | 1,46,455.00 |
| 26-Oct-22 | To | **GST SALES @ 18%** | GST SALES | G186 | 44,363.00 | |
| 7-Nov-22 | By | **Union Bank of India** | Receipt | 331 | | 14,915.00 |
| 2-Dec-22 | By | **Union Bank of India** | Receipt | 360 | | 2,98,709.00 |
| 16-Dec-22 | To | **GST SALES @ 18%** | GST SALES | G235 | 37,963.00 | |
| | | Carried Over | | | 34,03,258.33 | 33,24,889.00 |

Books of accounts were verified. Tick bills were received. Cross bills were not received
Name: Karthik
Sign: Karthik
Date: 25-05-23

continued ...

**Liberty21 Ventures Private Limited**

Modi Properties Pvt. Ltd., Ledger Account : 1-Apr-22 to 25-May-23



| Date | Particulars | Vch Type | Vch No. | **Debit** | **Cre** |
|---|---|---|---|---|---|
| | Brought Forward | | | 34,03,258.33 | 33,24,889. |
| 7-Mar-23 | By **Union Bank of India CA A/c 510341000052342** | **Receipt** | 501 | | 37,563. |
| | | | | 34,03,258.33 | 33,62,452. |
| | By **Closing Balance** | | | | 40,806. |
| | | | | **34,03,258.33** | **34,03,258.** |

| Books of accounts were verified. Tick bills were received. Cross bills were not received |
|---|
| Name: Karthik |
| Sign: karthik |
| Date: 25-05-23 |