PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	31.05.23	Prepared by	V. RAVI	Serial no.	18602
Supplier name	Liberty 21			HO inward no.	
Firm/Company	MRMLLP	Project	G.M.R	HO received date	
PO/WO date	12.10.22	PO/WO No.	91889	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	G-37	04.5.23	1,33,004-88	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	1,33,004-88
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:	133,004-88
Amount E – PO / WO value:	11,12,126-40
Amount F – Difference (A – E):	9,79,122-30
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 Po.

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		V. RAVI			
Sign:		[signature]			
Date		31/05/23			
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.

PROPERTIES PVT. LTD. SEC'BAD. INWARD 2732 31/5/23

Form for closure of purchase order

PO no.: 91889	PO date	12/10/22.	Req no	193800	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	113588, 113592, 116762, 117242, 118510.

□ 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:

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: Meenakshi | Sign: | Date: 25/5/23.

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: 1,11,213 | Date of payment: 14-10-22

Details of part bill received:

Sl. No.	Bill no.	Bill date	Bill amount	Cr. given to supplier
1.	G199 ✓	05.11.22	3,59,626	Yes
2.	G200 ✓	07.11.22	2,71,391	Yes
3.	G289 ✓	27.01.23	✓1,97,093	Yes
4.	G304 ✓	08.02.23	✓1,21,040	Yes

Remarks by Accountants:

Prepared by: Rajyalaxmi | Sign: | Date: 25/5/23

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.	G-37	04.05.23	1,33,004-88	
2.				
3.				

Remarks: Need MD's Approval for enclosed Invoice.

Prepared by: Ravi | Sign: | Date: 27.05.23.

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

INSTALLATION REPORT

Company/ firm:	MRM LLP	Requisition nos:	193800
Project:	GMR	PO no.:	91827
Supplier:	Liberty 21	Material type:	UPVC Windows

Details of installation:

Sl. No.	Date of installation	Unit no.	Material details	Size	Qty
1.	20-12-22		UPVC Window	6' x 4'	56
2.			UPVC window	4' x 3'	14
3.			UPVC Ventilator	2 ½' x 2'	56
4.			UPVC French door	8' x 7'	14
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					
				Total:	140

Remarks: Material received & work Completed
Silicon Sealant at gaps to be provided.

Approved by	Project manager	Security	Admin (Audit)
	[signature] 21/12/22	[signature] 21/12/22	

INWARD
MODI REALTY MALLAPUR LLP
Vchr No .... Dt. ....
MRN No .... Dt. ....
Received By........ Sign........

Note: 1. Report to be sent on completion of work. 2. For partial completion report may be submitted. 3. This report is required for installation of windows, french windows, balcony/ staircase railing, fire doors and such materials where PO for material + labour is issued. Exclude false ceiling, painting, water proofing where 'Advice for giving credit to contractor/supplier form' is being sent to E&D. 4. One or more reports can be made per PO. Avoid multiple Pos in one report. 5. Provide report on defaults, poor quality, missing items, etc. 6. Reports to be provided regularly. However, must be provided within one working day of request from purchase.

Purchase Order

 25-05-2023 17:38:46 Original / Office Copy / Purchase Div.Copy

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			
Liberty21 Ventures Private Limited	**Doc No**	91889	193800
1st floor, Plot no. 19, Above Heritage Fresh, Sanjeeva Co - Op. Housing Society Village, Secunderabad - 500009	**Doc Date**	12-10-2022	
	Quote No	Nil	
GSTIN 36AADCG8462G1ZG	**Quote Date**	09-03-2022	
9866689601	**SupplyType**	Supply And Installation	

Kind Attn : Shashikala

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	512600 - WIND-Windows - UPVC-Sliding with mesh- - 1800WX1200Hmm - Nos *6'X4'-56 Nos-1344 Sft*	56.00	8,088.00	0.00	18.00	534,455.04
2	221200 - WIND-Windows - UPVC-Sliding with mesh- - 1200WX900Hmm - Nos *4'X3'-14 Nos-168 sft*	14.00	5,424.00	0.00	18.00	89,604.48
3	766200 - WIND-Windows - UPVC-Ventilator top hung - - 750WX600Hmm - Nos *21/2'x2'-56 Nos-280 Sft*	56.00	3,060.00	0.00	18.00	202,204.80
4	776300 - WIND-Windows - UPVC-French door Sliding with mesh- - 2400WX2100Hmm - Nos *8'x7'-14 Nos-784 Sft*	14.00	17,304.00	0.00	18.00	285,862.08
					Total Order Value . . .	**1,112,126.40**

Rupees : Eleven Lakh(s) Twelve Thousand One Hundred Twenty Six and Paise Fourty Only.

Terms and Conditions :-

Specification /	As per details given in the quotation dt. 09/03/2022.
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 25 days.
Delivery Location	Gulmohar Residency Survey No 19, Mallapur, Hyderabad. NExt to NFC Railway Over Bridge Phone. Contact: Security _______, 8309938133
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.
Transportation	Included in the above price.
Warranty	1 year on workmanship.
Advance Paid	Rs.1,11,213/-Cheque Dt---17/10/22.
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for C-401,402,403,404,405,406,407,501,504,505,506,507,604,605 purpose.
Completion Date	Work to be completed within 10 working days. Penalty of 5% of order value per week shall be levied for delay.
Measurment	Payment will be made as per measurement of laid and fixed material. Wastage at suppliers cost.
Security	Supplier shall be responsible for security and storage of material at site at its risk and cost.
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 delivery/DC can be sent by email.'

For ***Modi Reality Mallapur LLP***

Authorised Signatory

Accepted the above Terms And Conditions

For ***Liberty21 Ventures Private Limited***

Name : ______________________

Name : ______________________

Date : __/__/____

Certified true copy

Tax Invoice

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 GSTIN/UIN: 36AADCG8462G1ZG State Name : Telangana, Code : 36 CIN: U36912TG2010PTC067050 E-Mail : sales@liberty21.in	Invoice No. **G37**	Dated **4-May-23**
	Delivery Note	Mode/Terms of Payment **Immediate Payment**
	Reference No. & Date.	Other References
Consignee (Ship to) **Modi Reality Mallapur LLP** Delivery at Site Location Gulmohar Residency, Sy No. 19, Mallapur HYDERABAD GSTIN/UIN : 36AAEFM1459R1ZP State Name : Telangana, Code : 36	Buyer's Order No. **91889**	Dated **12-Oct-22**
	Dispatch Doc No.	Delivery Note Date
	Dispatched through **Our Own Vehicle**	Destination **Mallapur**
	Bill of Lading/LR-RR No.	Motor Vehicle No. **TS10UB3687**
Buyer (Bill to) **Modi Reality Mallapur LLP** 5-4-187/3&3, IInd Floor, Soham Mansion, MG Road, SECUNDERABAD GSTIN/UIN : 36AAEFM1459R1ZP State Name : Telangana, Code : 36	Terms of Delivery	

Sl No.	Description of Goods	HSN/SAC	Quantity	Rate	per	Amount
1	**Green Windor Sliding Window with Mesh** *1800.0 mm x 1200.0 mm*	39252000	**5.000 Nos.**	8,088.00	Nos.	**40,440.00**
2	**Green Windor Top Hung** *750.0 mm x 600.0 mm*	39252000	**1.000 Nos.**	3,060.00	Nos.	**3,060.00**
3	**Green Windor Sliding Door with Mesh** *2400.0 mm x 2100.0 mm*	39252000	**4.000 Nos.**	17,304.00	Nos.	**69,216.00**
						1,12,716.00
	OUT PUT CGST					**10,144.44**
	OUT PUT SGST					**10,144.44**
	Bill Details:					

PROPERTIES PVT. LTD. INWARD No. 2326 Date 25-11-23

continued ...

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Tax Invoice(Page 2)

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 GSTIN/UIN: 36AADCG8462G1ZG State Name : Telangana, Code : 36 CIN: U36912TG2010PTC067050 E-Mail : sales@liberty21.in	Invoice No. **G37**	Dated **4-May-23**
	Delivery Note	Mode/Terms of Payment **Immediate Payment**
	Reference No. & Date.	Other References
Consignee (Ship to) **Modi Reality Mallapur LLP** Delivery at Site Location Gulmohar Residency, Sy No. 19, Mallapur HYDERABAD GSTIN/UIN : 36AAEFM1459R1ZP State Name : Telangana, Code : 36	Buyer's Order No. **91889**	Dated **12-Oct-22**
	Dispatch Doc No.	Delivery Note Date
	Dispatched through **Our Own Vehicle**	Destination **Mallapur**
	Bill of Lading/LR-RR No.	Motor Vehicle No. **TS10UB3687**
Buyer (Bill to) **Modi Reality Mallapur LLP** 5-4-187/3&3, IInd Floor, Soham Mansion, MG Road, SECUNDERABAD GSTIN/UIN : 36AAEFM1459R1ZP State Name : Telangana, Code : 36	Terms of Delivery	

Sl No.	Description of Goods	HSN/SAC	Quantity	Rate	per	Amount
	New Ref G37 4-May-23 1,33,004.88 *Dr*					
	Total		**10.000 Nos.**			**1,33,004.88 ₹**

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

One Lakh Thirty Three Thousand Four Indian Rupees and Eighty Eight Only

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
39252000	1,12,716.00	9%	10,144.44	9%	10,144.44	20,288.88
Total	**1,12,716.00**		**10,144.44**		**10,144.44**	**20,288.88**

Tax Amount (in words) : **Twenty Thousand Two Hundred Eighty Eight Indian Rupees and Eighty Eight 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

LIBERTY 21 VENTURES PVT LTD SEC-BAD

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