PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	04.10.23	Prepared by	V. RAVI	Serial no.	
Supplier name	Sri Sai Vishal Enterprises.			HO inward no.	
Firm/Company	MRMLLP	Project	G.M.R.	HO received date	
PO/WO date	27.07.22	PO/WO No.	90455	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	036	11.08.22	52,000-00	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	52,000-00
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:	52,000-00
Amount E – PO / WO value:	52,000-00
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	10.10.23.
Remarks: final bill & close this PO.	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		V. RAVI			
Sign:		[signature]			
Date		04.10.23.			
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.:	90455	PO date:	27/07/2022	Req. no.:	193520	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	110465, 110463, 110460, 110458, 110121.

☐ 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: All 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: Gourshee	Sign: for	Date: 29.09.23.

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.				
4.				
5.				

Remarks by Accountants: Bills not received

Prepared by: Rajyalaxmi	Sign: 30/9	Date: 30/9/23

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.	036	11.08.22	52,000.00	
2.				
3.				
4.				
5.				

Remarks: Need MD's Approval to get the certified True copies from Vendor.

Prepared by: Ravi	Sign:	Date: 30.09.23.

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 - 2 OCT 2023 SOHAM MODI MANAGING DIRECTOR

Form for closure of purchase order dt 09-03-23 ver5.docx

Purchase Order

 29-09-2023 10:46:37 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			
Sri Sai Vishal Enterprises	**Doc No**	90455	193520
12-13-167,Street no 17, Tarnaka, Medchal, Malkajgiri, Tellangana-500017.	**Doc Date**	27-07-2022	
	Quote No	Nil	
GSTIN 36ACZPL1512H1ZF	**Quote Date**	27-07-2022	
9391029193 9391029193	**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	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 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 H-Block labour quote work 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.

For ***Modi Reality Mallapur LLP***

Authorised Signatory

Accepted the above Terms And Conditions

For ***Sri Sai Vishal Enterprises***

Name : ______________________

Name : ______________________

Date : __/__/____

Modi Properties - Purchase Order Module

Material Receipts Form

PO Doc No: 90455

New DC | Edit | Save | Close

MRN Doc ID: 110465

MRN Date: 08-08-2022

DC No: 106

DC Date: 05-08-2022

Remarks:

In Time: 3:30

Vehicle No: ts08ue0811

Delivered By: party

Received By: security

Inward No: 8992

Inward Date: 5.08.22

Company Name : Modi Reality Mallapur LLP
Project Name : Gulmohar Residency
Supply Type : Supply
Quote No : Nil
Quote Date : 27-07-2022

Supplier Name : Sri Sai Vishal Enterprises
Contact Person : Akula Lakshmi
Address : 12-13-167,Street no 17, Tarnaka, Medchal, Malkajgiri,
Phone : 9391029193

PDF Name: PO90455DC106MR110465

SNo	Category	Item Name	Ord Qty	DC Qty	Status	Balance	Recd Qty	Rate
	BUIL-Building Material	955200 - BUIL-Building Material - Solid Block-- - 100mmX20(	2000	2250	Not Closed	-250	250	0

11:53 29-09-2023

Modi Properties - Purchase Order Module

Material Receipts Form

New DC | Edit | Save | Close

PO Doc No: 90455

MRN Doc ID: 110463

MRN Date: 08-08-2022

DC No: 094

DC Date: 02-08-2022

Remarks:

In Time: 3:30

Vehicle No: ts08ue0811

Delivered By: party

Received By: security

Inward No: 8960

Inward Date: 2.08.22

Company Name : Modi Reality Mallapur LLP
Project Name : Gulmohar Residency
Supply Type : Supply
Quote No : Nil
Quote Date : 27-07-2022
~~~~~~~~~~~~~~~~~~~~~~~~~~
Supplier Name : Sri Sai Vishal Enterprises
Contact Person : Akula Lakshmi
Address : 12-13-167,Street no 17, Tarnaka, Medchal, Malkajgiri,
Phone : 9391029193

PDF Name: PO90455DC094MR110462

SNo	Category	Item Name	Ord Qty	DC Qty	Status	Balance	Recd Qty	Rate
	BUIL-Building Material	955200 - BUIL-Building Material - Solid Block--- 100mmX20(	2000	2250	Not Closed	-250	450	0

11:53 ENG
29-09-2023
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Modi Properties - Purchase Order Module

Material Receipts Form

PO Doc No 90455

New DC | Edit | Save | Close

MRN Doc ID 110460

MRN Date 08-08-2022

DC No 091

DC Date 01-08-2022

Remarks

In Time 3:30

Vehicle No ts08ue0811

Delivered By party

Received By security

Inward No 8949

Inward Date 1.08.22

Company Name : Modi Reality Mallapur LLP
Project Name : Gulmohar Residency
Supply Type : Supply
Quote No : Nil
Quote Date : 27-07-2022
~~~~~~~~~~~~~~~~~~~~~~~~~
Supplier Name : Sri Sai Vishal Enterprises
Contact Person : Akula Lakshmi
Address : 12-13-167,Street no 17, Tarnaka, Medchal, Malkajgiri,
Phone : 9391029193

PDF Name PO90455DC091MR110460

SNo	Category	Item Name	Ord Qty	DC Qty	Status	Balance	Recd Qty	Rate
	BUIL-Building Material	955200 - BUIL-Building Material - Solid Block--- 100mmX20(	2000	2250	Not Closed	-250	500	0.

11:53 29-09-2023
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Modi Properties - Purchase Order Module

Material Receipts Form

PO Doc No: 90455

New DC | Edit | Save | Close

MRN Doc ID: 110458

MRN Date: 08-08-2022

DC No: 088

DC Date: 30-07-2022

Remarks:

In Time: 3:30

Vehicle No: ts08ue0811

Delivered By: party

Received By: security

Inward No: 8938

Inward Date: 30.07.22

Company Name : Modi Reality Mallapur LLP
Project Name : Gulmohar Residency
Supply Type : Supply
Quote No : Nil
Quote Date : 27-07-2022

Supplier Name : Sri Sai Vishal Enterprises
Contact Person : Akula Lakshmi
Address : 12-13-167,Street no 17, Tarnaka, Medchal, Malkajgiri,
Phone : 9391029193

PDF Name: PO90455DC088MR110457

SNo	Category	Item Name	Ord Qty	DC Qty	Status	Balance	Recd Qty	Rate
	BUIL-Building Material	955200 - BUIL-Building Material - Solid Block--- 100mmX20(	2000	2250	Not Closed	-250	500	0

ENG 11:52 29-09-2023

Modi Properties - Purchase Order Module

Material Receipts Form

New DC | Edit | Save | Close

PO Doc No: 90455

MRN Doc ID: 110121

MRN Date: 30-07-2022

DC No: 082

DC Date: 25-07-2022

Remarks:

In Time: 3:30

Vehicle No: ts08ue0811

Delivered By: party

Received By: security

Inward No: 8911

Inward Date: 25.07.22

Company Name : Modi Reality Mallapur LLP
Project Name : Gulmohar Residency
Supply Type : Supply
Quote No : Nil
Quote Date : 27-07-2022

Supplier Name : Sri Sai Vishal Enterprises
Contact Person : Akula Lakshmi
Address : 12-13-167,Street no 17, Tarnaka, Medchal, Malkajgiri,
Phone : 9391029193

PDF Name: PO90455DC082MR110121

SNo	Category	Item Name	Ord Qty	DC Qty	Status	Balance	Recd Qty	Rate
	BUIL-Building Material	955200 - BUIL-Building Material - Solid Block--- - 100mmX20(	2000	2250	Not Closed	-250	300	0

ENG 11:52 29-09-2023

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 Reality Mallypur LLP
NFC

Party GSTIN 36AAEFM1459R1ZP

Inv. No. 036 Date : 11.08.22
D.C. No. 082, 088, 091, 094, 106 Date :
P. O. 90457 Date :
Payment 904556
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.	Cement Solid Bricks					
	4X8X16 →		2000	26	nos	52000=00
	6X8X16					
	6X8X12					

"TRUE COPY"

SALES LLP
INWARD
No. 97872
Date 17/8/22
Sign.
R.R. DIST

Rupees in words Fifty Two Thousand only

TOTAL	52000=00
SGST @ %	—
CGST @ %	—
GRAND TOTAL	52000=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

SRI SAI VISHAL ENTERPRISES
Street No: 17, Tarnaka, Secunderabad.

Date: 11.08.22
Bill no: 036

SRI SAI VISHAL ENTERPRISES

Modi Reality Mallipur Up

DATE	V.NO	DC.NO	4X8X16	PO.NO	PO.DATE
25.07.22	0811	082	300 Nu	90457	
30.07.22	0811	088	500 Nu	4	
01.08.22	0811	091	500 Nu		
02.08.22	0811	094	450 Nu	4	
05.08.22	0811	106	250 Nu	4	
				4	
		Tot	2000 Nu		