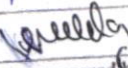
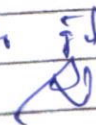


ADMIN-AUDIT / PURCHASE DIVISION
Advice for Credit to Supplier - Manual

Date:	29.11.23	Prepared by	V. RAVI	Serial no.	
Supplier name	Sri Sai Vishal Enterprises.			HO inward no.	
Firm/Company	MRGV	Project	BRGV.	HO received date	
PO/WO date	20.11.19	PO/WO No.	63306	Scan ID.	
Sl no.	Bill no.	Bill date	Bill amount	Original attached	
1.	030	24.06.21	35,000/-	☒ Yes ☐ No	
2.				☐ Yes ☐ No	
3.				☐ Yes ☐ No	
4.				☐ Yes ☐ No	
Amount A – Bills total (Excluding Transport & Hamali Charges):				35,000.00	
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report					
MRN nos.:	75960 & 74203		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:				35,000.00	
Amount E – PO / WO value:				40,250.00	
Amount F – Difference (A – E):				5250.00	
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		05.12.23.			
Remarks: find bill & close this po.					
Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		V. RAVI			
Sign:					
Date		29/11/23			
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.

Admin-Audit Division
Form for closure of purchase order - Manual

PO no: 63306	PO date: 20/11/2019	Req no: 94566	Advice Scan ID	
Barcoded PO available ☐	Y/ ☒ N	Invoice available ☐	original ☒ Y/ ☐ N / ☐ Copy available	
Data required from site/engineers:		POD available ☒ Y/ ☐ N		
MRN nos. related to PO: 74203, 75960				
☒ 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: part material received to site				
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: Jeyana	Sign: 	Date: 17/10/2023		
Data required from accounts:				
☐ Checked with E&D for receipt of bills.				
☒ Bills not received against this PO.		☐ Part bill 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.				
Remarks by Accountants: Bill No. 030 is nil received.				
Prepared by: K. SRIHARI		Sign: 		Date: 15.11.23.
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.	030	24-06-21	35,000/-	75960 & 74203
2.				
3.				
4.				
5.				
Remarks: Need MD's approval to get certified true copy from vendor.				
Prepared by: Ravi		Sign: 		Date: 15/11/23.
Advice by MD - action to be taken.				
☒ Get certified bill from supplier (not original).		☐ Prepare bill in SSSLP for material supplied.		
☒ Thereafter, prepare advice for credit to supplier and send to Soham for processing.		☐ Keep PO open. Material awaited		
☒ Close PO		☐ Accounts to be reconciled with supplier. Get supplier's ledger.		
Remarks:				
Approved by: Soham		Sign:		Date: 18 NOV 2023

APPROVED BY
SOHAM MODI
MANAGING DIRECTOR
18 NOV 2023

Purchase Order

Modi Realty Genome Valley LLP

Plot 18, R.S. Puram, Medchal, Medchal, Malkajgiri, Telangana 500017.

9391029193

Supplier Details

Sri Sai Vishal Enterprises

12-13-167, Street no 17, Tarnaka, Medchal, Malkajgiri, Telangana 500017.

GSTIN 36ACZPL1512H1ZF

9391029193

9391029193

Doc No	63306	94566
Doc Date	20-11-2019	
Quote No	Nil	
Quote Date	11-11-2019	
SupplyType	Supply	

Kind Attn : Akula Lakshmi

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 1006 - Building material - Cement Solid Blocks - 8 In x8 In x16 In - nos Interlocking Blocks - Type -2	1,150.00	35.00	0.00	0.00	40,250.00
Total Order Value . . .					40,250.00

Rupees : Fourty Thousand Two Hundred Fifty Only.

Terms and Conditions :-

Specification /	Items in sl.no. 1 shall be of 24kgs approx.Strength minimum 30kgs/cm2, QC report a must!
Payment Terms	Within 30 days of delivery of all materials & production of bill.
Tax	GST included in above price.
Delivery Date	As per request of Project Manager
Delivery Location	MRGV Kolthuru,Medchal. Phone. 040-66335551
Penalty For Delay	Bills must be submitted to H.O. within 30days of supply of material. 10% pily 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 qty & specs. Breakage in your account. Above order for BRGV Site Office use purpose.
Completion Date	Nil
Measurement	Nil
Security	Nil
Remarks	

For Modi Realty Genome Valley LLP

Authorized Signatory

Accepted the above Terms And Conditions

For Sri Sai Vishal Enterprises

Details of solid blocks – delivered in earlier period.

Details of solid blocks – delivered in earlier period.							
S No	Date	Time	Block Size & type	Quantity delivered	DC No.	Inward no.	MRN No.
1.	20.11.2021	10:00AM	Interlocking Bricks Type2 (16"x8"x8")	500	275	687	75960
2.	21.11.2021	12:00PM	Interlocking Bricks Type2 (16"x8"x8")	500	280	689	74203
3.							
4.							
5.							
6.							
Total:				1000			

TAX INVOICE

C : 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 Genome ValleyInv. No. 030 Date : 24/6/21

D.C. No. _____ Date : _____

P.O. 63306 Date : 20/11/19

Payment _____

Party GSTIN _____

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					
✓	Cement Solid Bricks					
	4X8X16					
	6X8X16					
	6X8X12					
	8x8x16 →		1000	35	Nd	35,000

"TRUE COPY"Rupees in words thirty five thousand

TOTAL

35,000

SGST @

%

CGST @

%

GRAND TOTAL

35,000

Name : SRI SAI VISHAL ENTERPRISES

Bank Name : HDFC BANK

Account No. : 50200042541343

IFSC Code : HDFC0000368

Branch : Nacharam

. & O.E.

For SRI SAI VISHAL ENTERPRISES

JES