MEMO

DATE & FROM:	TO & REMARKS.
04-08-25	To,
M.Mahesh	MD sir
Admin-Audit	Subject:- Request for Approval – manual ACS
	While reviewing the ACS, I intended to click on the **Reject** option, but unfortunately clicked on **Approve** by mistake. I sincerely apologize for this oversight. As the entry is now locked and cannot be edited, I have prepared the ACS manually to ensure accuracy and compliance. Kindly consider the manually prepared version for further processing. Kindly approve the request

PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	04/08/2025	Prepared by	M.Mahesh	Serial no.	
Supplier name	G.P.BUILDCON Materials			HO inward no.	
Firm/Company	MHTR	Project	MHTR	HO received date	
PO/WO date	09/04/2025	PO/WO No.	20250409005	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
17.	GP/25-26/29	10-04-2025	11,564/-	☑ Yes □ No
18.				□ Yes □ No
19.				□ Yes □ No
20.			11,564/-	□ Yes □ No

Amount –.			
Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report ☑ Installation report			
MRN nos.:	MRN is done 20250416008	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:			11,564/-
Amount E – PO / WO value:			11,564/-
Amount F – Difference (A – E):			**11,564/-**
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			

Remarks: While reviewing the ACS, I intended to click on the **Reject** option, but unfortunately clicked on **Approve** by mistake. I sincerely apologize for this oversight.

As the entry is now locked and cannot be edited, I have prepared the ACS manually to ensure accuracy and compliance. Kindly consider the manually prepared version for further processing.

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	M.Mahesh	P.Prabhakar			
Sign:					
Date	04/08/2025				
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

APPROVED BY
- 5 AUG 2025
SOHAM MODI

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.

pending

Tax Invoice

G.P. BUILDCON MATERIALS
G-1 , Sai Srinivasa Towers, 29 - Sripuri Colony
Kakaguda, Secunderabad - 15
Ph No:9866116375(Pavan)
GSTIN/UIN: 36AIZPG8119P1Z9
State Name : Telangana, Code : 36
E-Mail : g.pbuildcon999@gmail.com

Invoice No. **GP/25-26/29**	Dated **10-Apr-2025**
Delivery Note	Mode/Terms of Payment
Supplier's Ref.	Other Reference(s)
Buyer's Order No. **20250409005**	Dated **9-Apr-2025**
Despatch Document No.	Delivery Note Date
Despatched through **WALKIN SELVA**	Destination **MHPL Trading @ Rampally**
Terms of Delivery	

Buyer
Modi Housing Pvt. Ltd., - Trading
5-4-187/3&4, IInd FloorSoham MansionM.G.Road
Secunderabad,TELANGANA,500003
GSTIN/UIN : 36AADCM5906D2ZO
State Name : Telangana, Code : 36

Sl No.	Description of Goods	HSN/SAC	Quantity	Rate	per	Disc. %	Amount
1	**WST 10X140 DIRECT FIXING SET**	73181500	**20 NOS**	165.00	NOS		**3,300.00**
2	**WST 12X180 DIREKT FIXING SET**	73181500	**20 NOS**	325.00	NOS		**6,500.00**
							9,800.00
	CGST @ 9 %			9	%		**882.00**
	SGST @ 9 %			9	%		**882.00**
	Total		**40 NOS**				**₹ 11,564.00**

MODI PROPERTIES PVT LTD * SEC'BAD
INWARD
No. 459
Date 2.5.25
Sign.

E. & O.E

Amount Chargeable (in words)
INR Eleven Thousand Five Hundred Sixty Four Only

HSN/SAC	Taxable Value	Central Tax		State Tax		Total Tax Amount
		Rate	Amount	Rate	Amount	
73181500	9,800.00	9%	882.00	9%	882.00	1,764.00
Total	**9,800.00**		**882.00**		**882.00**	**1,764.00**

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

Company's PAN : **AIZPG8119P**

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

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

Customer's Seal and Signature

for G.P. BUILDCON MATERIALS
G.P. BUILDCON MATERIALS Secunderbad
Prepared by Verified by Authorised Signatory

SUBJECT TO HYDERABAD JURISDICTION

This is a Computer Generated Invoice

Purchase Order

Original

From Company:	Modi Housing Pvt. Ltd., - Trading 5-4-187/3&4, IInd FloorSoham MansionM.G.Road Secunderabad,TELANGANA,500003 GSTNO:36AADCM5906D2ZO	Delivery Location:	MHPL Trading @ Rampally SY NO 210 & 211RAMPALLY VILLAGE , GHATKESAR MANDALMEDCHAL- MALKAJGIRI Hyderabad,Telangana,500051 -,9155546784

Supplier Details				
G.P. Buildcon Materials flat.no.G1, Saisrinivasa towers, Sripuri Colony, Kakaduda, Secunderabad Hyderabad, TG, 500015 GSTIN:36AIZPG8119PIZ9 Mr. G.S.K Pavan Kumar, 9866116375 g.pbuildcon999@gmail.com	PO No	20250409005	Quote No	Nil
	PO Date	09 Apr 2025	Quote Date	09 Apr 2025
	Supply Type	Purchase Order	Requisition Num	20250409012

SNo.	Item Name	Qty	Rate	Dis%	Taxable Amount	GST%						Amount
						IGST%	CGST%	SGST%	IGST AMT	CGST AMT	SGST AMT	
1	SACP6705-Sanitary CP-Rack Bolts-Wash Basin-10X140mm-Pairs	20.00	165.00	0%	3,300	0%	9%	9%	0	297	297	3,894
2	SACP3298-Sanitary CP-Wall Hung WC Rack Bolts--12x180mm-Pairs	20.00	325.00	0%	6,500	0%	9%	9%	0	585	585	7,670
								Total Amount ...	0	882	882	11,564

Rupees in words : Eleven Thousands Five Hundred And Sixty Four Only.

Terms and Conditions:-

Additional Specifications	Nill.
Tax :	Inclusive of GST and other taxes.
Delivery Date :	Within 2-3 days of PO
Delivery Location :	As given above.

Original

Transport:	By Purchaser
Advance Paid :	Nil.
Payment Terms :	After material delivery and on submission of bills.
Bill submission:	Proof of delivery & original invoice must be delivered to Second floor, Soham Mansion, M.G. Road, Secunderabad- 03.Do not send to site.
Other Terms:	For Stock replenishing purpose.

Notes:

1. This is a digitally generated order and no signature is required.
2. In case the vendor is unable to accept the order and supply the material, they must intimate the same by email to purchase@modiproperties.com.
3. Vendors must obtain acknowledgment from site as proof of delivery (POD) on relevant document like DC, e-way bill, packing list, etc.
4. Vendor must send original invoices to our head office (HO) on the address mentioned above. Do not send the original invoices to sites or purchase division office. An acknowledgment on a copy of the invoice will be provided upon request at our HO.
5. We reserve the right to cancel this PO and seek refund of the advance paid in case of delay in delivery or items delivered are not as per specifications, including delivery of defective material.
6. Payment against delivery /installation shall only be made after receipt of original signed invoice at HO.