

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

Date:	09/12/25	Prepared by	V. RAVI	Serial no.	
Supplier name	ANVIKA FACADES PVT LTD.			HO inward no.	
Firm/Company	DR. NRK	Project	NRK	HO received date	
PO/WO date	15/9/25	PO/WO No.	Via Email	Scan ID.	
Sl no.	Bill no.	Bill date	Bill amount	Original attached	
1.	AFPL/25-26	08/12/25	602,012/-	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
2.			/	<input type="checkbox"/> Yes <input type="checkbox"/> No	
3.			/	<input type="checkbox"/> Yes <input type="checkbox"/> No	
4.			/	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Amount A - Bills total (Excluding Transport & Hamali Charges):				602,012/-	
Proof of delivery by way of: <input type="checkbox"/> DCs/bill <input type="checkbox"/> Steel report <input type="checkbox"/> RMC pour report <input type="checkbox"/> Solid block report <input type="checkbox"/> Installation report					
MRN nos.:	Additional approved copy enclosed			Proof of delivery matches MRN	<input type="checkbox"/> Yes <input type="checkbox"/> No
Amount B - Other Credits : Transportation charges <i>including email correspondence</i>					
Amount C - Other Debits :					
Amount D (D=A+B-C) - Amount to be credited to the supplier: 650,624/-					
Amount E - PO / WO value: 602,012/-					
Amount F - Difference (A - E): 48,612/-					
Quantity received as per PO /WO		<input type="checkbox"/> Yes <input type="checkbox"/> Excess received <input type="checkbox"/> Short received <input type="checkbox"/> Part received			
Close PO / WO		<input type="checkbox"/> Yes <input type="checkbox"/> No - wait for balance material <input checked="" type="checkbox"/> Other			
Payment - due date		100% Advance paid.			
Remarks: Additional expenses invoice received and remaining amount of Rs. 48 K they will refund to NRK.					
Approved by	Purchase Officer	Purchase Manager	MD	Accountant	Accounts Manager
Name:	V. RAVI				
Sign:					
Date	09/12/25				
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 weighbridge 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.

APPROVED
11 DEC 2025
SOHAM MODI

Fw: Request for Adjustment of Advance Received and Expenses Incurred – NRK and AMTZ Sites

From: Ravi (ravi@modiproperties.com)
To: accounts@anvikafacades.com
Cc: prabhakar@modiproperties.com
Date: Monday, December 8, 2025 at 02:53 PM GMT+5:30

Regards,

Ravi Vanam
Sr Admin Manager-Audit | 91+ 95022 11011 | ravi@modiproperties.com
Affordable Luxury Homes!
World Class Lifesciences Parks!
Hyderabad | Genome Valley | Telangana | Vizag.
Modi Properties Pvt. Ltd. | www.modiproperties.com
5-4-187/ 3 & 4, M G Road, Sec'bad -03 | Ph: +91 80690 45551.

----- Forwarded Message -----

From: Prabhakar P <prabhakar@modiproperties.com>
To: Sumanth Reddy <sumanth@anvikafacades.com>; Sricharan Rao Marneni <charan@anvikafacades.com>; Waseem Akhtar Construction <waseem@modiproperties.com>; AMTZ-const Group <amtz-const@modiproperties.in>; Aruna . <aruna@modiproperties.com>; Ravi Vanam Audit <ravi@modiproperties.com>; Audit Team Modi Properties <audit@modiproperties.com>; Govinda <govinda@modiproperties.com>; Srivally . <srivally@modiproperties.com>
Sent: Wednesday, November 26, 2025 at 03:05:32 PM GMT+5:30
Subject: Re: Request for Adjustment of Advance Received and Expenses Incurred – NRK and AMTZ Sites

Dear Sumanth,
Greetings,

The expenses incurred in NRK and AMTZ amount to the following: as per our negotiations, the agreed amount for the wastage in materials is Rs. 2,50,000. Therefore, the total amount, including other mentioned expenses, comes to Rs. 5,10,180. You need to raise an invoice for this amount, and please note that a balance of Rs. 1,40,444 should be refunded to Dr. NRK Biotek. I kindly request you to check this and take the necessary actions.

Thank you.

Regards,

P Prabhakar
Sr. Manager Procurement | +91 95022 77299 | prabhakar@modiproperties.com
Affordable Luxury Homes, World Class Lifesciences, Parks.
Hyderabad | Genome Valley | Telangana | Vizag.
Modi Properties Pvt Ltd | www.modiproperties.com
5-4-187/ 3 & 4, M G Road, Secunderabad – 03 | +91 8069045551.

On Wednesday, November 19, 2025 at 04:01:33 PM GMT+5:30, Prabhakar P <prabhakar@modiproperties.com> wrote:

Dear Sumanth/Charan Garu,

Greetings for the day,

I wish to formally inform you that Soham Sir has indicated that either Sumanth or Charan should be present at the site AMTZ4554 on November 27th. Soham Sir will be departing from Hyderabad on the evening of November 26. I kindly request that you make the necessary arrangements within your busy schedules..

Regards,

P Prabhakar

Sr. Manager Procurement | +91 95022 77299 | prabhakar@modiproperties.com
Affordable Luxury Homes, World Class Lifesciences, Parks.
Hyderabad |Genome Valley |Telangana |Vizag.
Modi Properties Pvt Ltd |www.modiproperties.com
5-4-187/ 3 & 4, M G Road, Secunderabad – 03 | +91 8069045551.

On Wednesday, November 19, 2025 at 11:39:48 AM GMT+5:30, Prabhakar P <prabhakar@modiproperties.com> wrote:

Regards,

P Prabhakar

Sr. Manager Procurement | +91 95022 77299 | prabhakar@modiproperties.com
Affordable Luxury Homes, World Class Lifesciences, Parks.
Hyderabad |Genome Valley |Telangana |Vizag.
Modi Properties Pvt Ltd |www.modiproperties.com
5-4-187/ 3 & 4, M G Road, Secunderabad – 03 | +91 8069045551.

----- Forwarded Message -----

From: Sumanth Reddy <sumanth@anvikafacades.com>
To: Prabhakar P <prabhakar@modiproperties.com>
Cc: accounts accounts <accounts@anvikafacades.com>; Waseem Akhtar Construction <waseem@modiproperties.com>; Meenakshi Construction <meenakshi@modiproperties.com>; Sricharan Rao Marneni <charan@anvikafacades.com>
Sent: Tuesday, November 18, 2025 at 06:21:18 PM GMT+5:30

Subject: Re: Request for Adjustment of Advance Received and Expenses Incurred – NRK and AMTZ Sites

Dear Prabhakar Sir,

PFA justification & kindly do the needful release of payment accordingly.

Sumanth

On Mon, Nov 17, 2025 at 5:40 PM Prabhakar P <prabhakar@modiproperties.com> wrote:

Reminder for the quary.

Regards,

P Prabhakar

Sr. Manager Procurement | +91 95022 77299 | prabhakar@modiproperties.com

Affordable Luxury Homes, World Class Lifesciences, Parks.

Hyderabad |Genome Valley |Telangana |Vizag.

Modi Properties Pvt Ltd |www.modiproperties.com

5-4-187/ 3 & 4, M G Road, Secunderabad – 03 | +91 8069045551.

On Saturday, November 15, 2025 at 04:04:10 PM GMT+5:30, Prabhakar P <prabhakar@modiproperties.com> wrote:

Dear Charan Garu/Sumanth Garu,

Greetings,

The additional works which you have done at Dr. NRK, MD sir asking some clarification on

1. Wastage of material due to site changes. Please clarify via email; once you provide clarification, we will proceed with the payment.

Regards,

P Prabhakar

Sr. Manager Procurement | +91 95022 77299 | prabhakar@modiproperties.com

Affordable Luxury Homes, World Class Lifesciences, Parks.

Hyderabad |Genome Valley |Telangana |Vizag.

Modi Properties Pvt Ltd |www.modiproperties.com

5-4-187/ 3 & 4, M G Road, Secunderabad – 03 | +91 8069045551.

On Monday, September 15, 2025 at 02:31:41 PM GMT+5:30, accounts accounts <accounts@anvikafacades.com> wrote:

Dear Sir,

I hope this mail finds you well.

I am writing to bring to your attention the details regarding the advance receivable for the AMTZ 4554 site, for which we have received work orders. The advances pertaining to the respective work orders are as follows:

1. **WO No. 20250908002** – Advance Amount: ₹25,40,560/-

2. **WO No. 20250830034** – Advance Amount: ₹81,29,792/-

Total Advance Receivable for AMTZ Site: ₹1,06,70,352/-

Additionally, an advance amount of ₹56,50,624/- was received against the **NRK site**, and certain expenses were incurred for this site, as detailed below:

Sl.No	Description	Amount
1	Steel Work charges	77,180
2	Transport Charges	38,000
3	Wastage in material due to change in site	2,87,006
4	Structural and Shop Drawing	75,000
5	Loading and Unloading charges at NRK and AMTZ Sites	15,000
6	Site Survey charges for NRK site	25,000
7	Mockup Charges for labour and Material	30,000
	Total	5,47,186

We request your guidance on how the advance received for the NRK site and the corresponding expenses incurred may be adjusted. For your reference, we have attached the relevant Delivery Challans pertaining to both the NRK and AMTZ sites, Site work photos and drawings of the work done, along with measurements.

Kindly review and advise on the way forward.

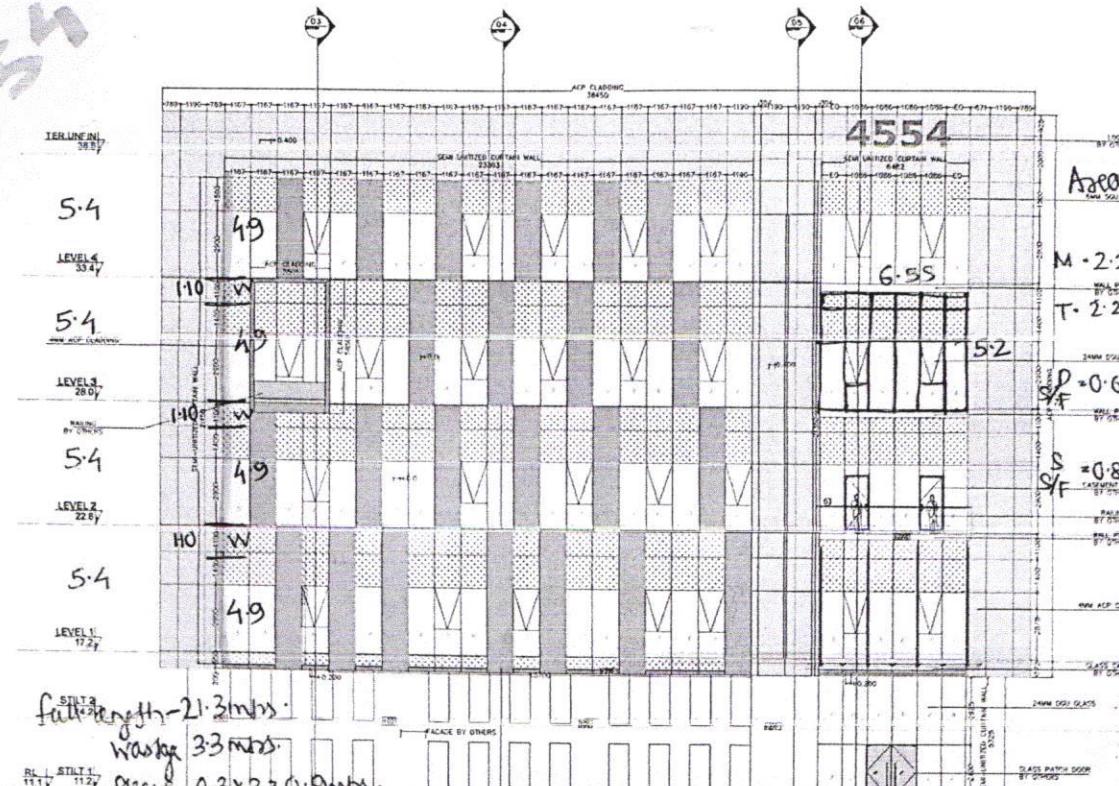
Thank you for your continued support.

Warm regards,
G. Srivani Reddy
Sr. Accounts Manager
Anvika Facades
Mob: +91 78930 23149



Wastage justification NRK.pdf

923.6 kB

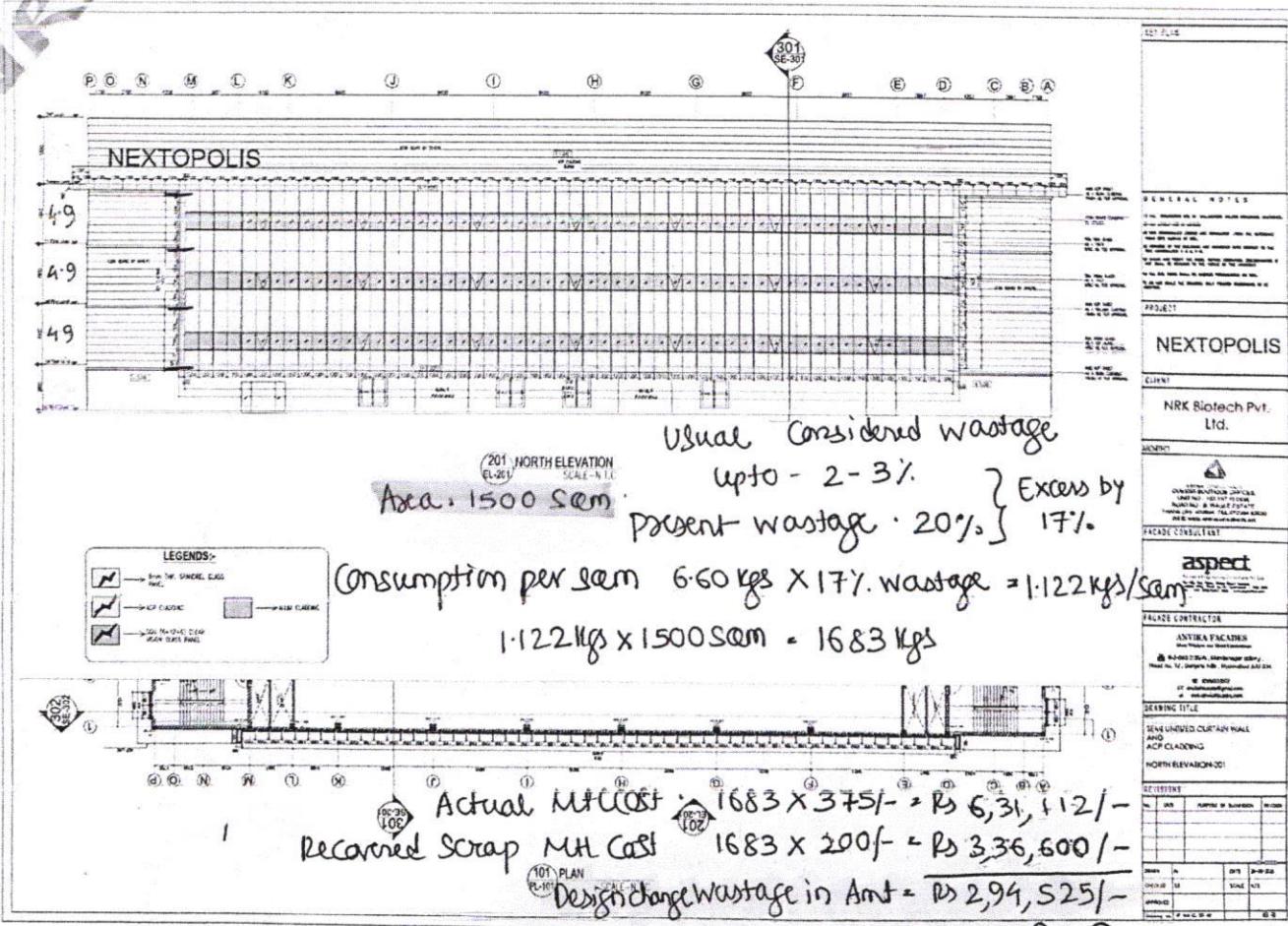


Stilt 3
full height - 21.3 mtrs.
Wastage 33 mtrs.
Steel 0.3 x 3 = 0.9 mtrs.

4.2 mtrs.

Area = 2030 SCM.

201 EAST ELEVATION
EL-201 SCALE-N.T.C
wastage = 20% (Excess case)



Scanned with OKEN Scanner

Tax Invoice

(ORIGINAL FOR RECIPIENT)

Anvika Facades Private Limited Flat No.201, Vijaya Lakshmi Avenue, Raidurg Nav Khalsa Village, Serilingampally Hyderabad GSTIN/UIN: 36ABCCA6817H1Z0 State Name : Telangana, Code : 36 Contact : 998900002,7893023149 E-Mail : accounts@anvikafacades.com	Invoice No.	Dated
	AFPL/7/25-26	8-Dec-25
	Delivery Note	Mode/Terms of Payment
	Reference No. & Date.	Other References
	Buyer's Order No.	Dated
	Dispatch Doc No.	Delivery Note Date
	Dispatched through	Destination
Buyer (Bill to)		Terms of Delivery

Buyer (Bill to)

Dr Nrkbiotech Private Limited

Dr. NRK Biotech Private Limited
Tsilic Industrial Development Area, Plot No.11, Sno. 230 to 243, Turkapally, Hyderabad, Medchal Malkajgiri
GSTIN/UIN : 36AACCD2775Q1Z3
State Name : Telangana, Code : 36

Amount Chargeable (in words)

~~2,012.00~~

INR Six Lakh Two Thousand Twelve Only

HSN/SAC	Taxable Value	CGST		SGST/UTGST		Total Tax Amount
		Rate	Amount	Rate	Amount	
995471	5,10,180.00	9%	45,916.20	9%	45,916.20	91,832.40
Total	5,10,180.00		45,916.20		45,916.20	91,832.40

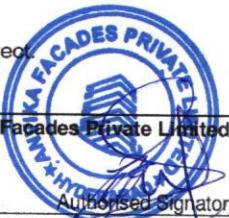
Tax Amount (in words) : **INR Ninety One Thousand Eight Hundred Thirty Two and Forty paise Only.**

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 Anvika Facades Private Limited



Authorised Signatory

This is a Computer Generated Invoice