PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	21/11/2020	Prepared by:	NEHA.C
PO/WO no.	71370	PO / WO Date.	17/10/2020
Supplier Name	Sri Sai Rohit Marketing	PO/WO amount	9487.2/-
Firm/Company	MPPL	Project	Head office
Sl. No.	Bill No.	Bill Date	Bill amount
1	426	13/11/2020	9487/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			9487/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.			85470	☐ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ 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:	9487/-
Amount E – PO / WO value:	9487/-
Amount F – Difference (A – E): GST-18%	—

Quantity received as per PO /WO	☑ Yes ☐ Excess received ☐ Short received ☐ Other (explained below)
Is difference between PO / Bill acceptable?	~~☐ Yes ☐ No (explained below)~~
Excess / short material received	~~☐ Approved – within acceptable limits ☐ No (explained below)~~
Close PO / W?O	☑ Yes ☐ No – wait for balance material ☐ No (explained below)
Advance paid / PDC given (deduct when paying)	☐ Yes – Rs. ___/- ☐ No
Payment – due date	27/11/2020
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Neha		APPROVED 21 NOV 2020 MINISH PARIKH MANAGER PROCUREMENT				
Date	21/11/2020						

Notes: 1. In case amount to be credited to supplier and the bills total does not match prepare JV for debit or credit. 2. Attach additional sheets if quantity of bills or DCs is more than the space provided. Clearly mark the space provided with 'see attachment'. 3. Purchase Officer can approve Pos/Wos upto Rs. 10,000/-, Purchase Manager or Procurement Manager to approve all bills from 10,000/- to 1,00,000/- . 4. Attach JV, Office copy of PO/WO, DCs and bills to this advice. 5. In Amount A, exclude transport, Hamali charges, etc and instead include in Amount B. 6. To be approved by accounts manager if bill value exceeds Rs. 10,000/- 7. MD to approve all bills above 1,00,000/-

GSTIN NO. 36AMHPC9678H1ZM

TAX INVOICE

Orginal for Recepient
Duplicate for Supplier/Transporter
Triplicate for Supplier

SRI SAI ROHIT MARKETING .CO

Dealers In: All Kinds of Aluminium Section Sheets, Glass, Plywood & Hardware Etc.,

New Narsimha Nagar Colony, Near Noma Kalyana Vedika, Mallapur, Hyderabad-76. T.S. CELL: 98665 12288

TAX IS PAYABLE ON REVERSE CHARGE (YES/NO)
INVOICE NO: 426
INVOICE DATE: 13-11-20

TRANSPORTATION NAME:
VEHICLE NO: L/R.NO:
DATE & TIME OF SUPPLY:
PLACE OF SUPPLY:

DETAILS OF RECEIVER (BILLED TO)

M/s Modi Properties PVT. LTD.
5-4-187/3&4, IInd Floor, M.G. Road,
Sec-bad - 500003.
STATE CODE GSTIN NO: 36AABCM4761E1ZM

DETAILS OF CONSIGNEE (SHIPPED TO)

P.O. NO: 71370.
STATE CODE GSTIN NO:

S.No.	HSN CODE	THICKNESS	DISCRIPTION	NO. OF.PCS	QUANTITY IN.SQ.MTRS	RATE PER.SQ.MTR	Amount Rs.	Ps.
1	7610		Allominium openable Ventilator 2x2	3	12 sft	450/-	5400	-
2	7610		Allominium openable window 20"x45"	1 no	8 sft	330/-	2640	-
					TOTAL BEFORE TAX		8040	-
					ADD:CGST	9%	723	60
					ADD:SGST	9%	723	60
					ADD:IGST			
					TAX AMOUNT GST			
					GRAND TOTAL		9487	20

INWARD
Inward No: 664 Dt: 18/11/20
MRN No: 85470 Dt: 24/11/20
Received By: Janardhan Sign:
MODI PROPERTIES

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 7929
Date 17/11
Sign. Neha

BANK DETAILS: HDFC BANK, HABSIGUDA BRANCH
SRI SAI ROHIT MARKETING.CO
A/C NO. 50200007478658 IFSC CODE: HDFC0000368

Rupees in Words.......

1. Once goods sold will not be taken back
2. Interest @24% p.a. will be charged if payment is not made within 15 days from the date of the Bill.
3. Subject to Secunderabad juridiction only.
4. Our Responsibilty ceases sooner the goods leave our premises
E.&O.E

13/11

Receiver Stamp & Signature.......

For SRI SAI ROHIT MARKETING.CO

Authorised Signature

Purchase Order

 17-10-2020 14:39:28

71370
10.10.20 12:35:31

From Company : **Modi Properties Pvt.Ltd.**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AABCM4761E1ZM

Supplier Details			
Sri Sai Rohith Marketing Company	**Doc No**	71370	16572
New Narsimhanagar Colony, Near Noma Kalyana Vedika, Mallapur, Hyderabad - 500 076.	**Doc Date**	17-10-2020	
	Quote No	Nil	
GSTIN 36AMHPC9678H1ZM	**Quote Date**	16-10-2020	
9866512288	**SupplyType**	Supply	

Kind Attn : Mr. C. Laxman Kumar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	2414 - Carpentry - windows - Al. Ventilator - Top hung - 2 ft X 2 ft - Sft *Openable - 21" x 20" - 03 nos*	12.00	450.00	0.00	18.00	6,372.00
2	2413 - Carpentry - windows - Al. Openable window - 2 ft X 4 ft - Sft *Openable - 20" x 45" - 01 no*	8.00	330.00	0.00	18.00	3,115.20
	Total Order Value . . .					**9,487.20**

Rupees : Nine Thousand Four Hundred Eighty Seven and Paise Twenty Only.

Terms and Conditions :-

Specification / Brand	Aluminium Sections shall be of 'Agarvanshi' brand specifications as per Cir.No. 565(a). Approved rates on dtd. 10/08/2018.
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	Within 2days.
Delivery Location	Head Office 5-4-187/3 & 4, II nd Floor, M.G.Road, Secunderabad - 500003 Phone. 040-66335551
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 Cost	Included in the above price.
Warranty	1 year on workmanship.
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for H.O. 2nd floor South West wing bathroom work purpose.
Completion Date	Work to be completed in 5days. 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	

For *Modi Properties Pvt.Ltd.*
Authorised Signatory

Name : 17/10/2020

Accepted the above Terms And Conditions
For *Sri Sai Rohith Marketing Company*

Name : ______

Date : __/__/____

Requisition Form

Company Name:	MPPL	Date:	12.10.2020
Site & Phase :	Head Office	Time:	15:40
Supplier		Req. No.	16572
Material required before date:		ID No.	60740

No	Description	Size	Quantity	Units	Inward No	Date
1	Aluminium Opening Ventilator 1.75 x 1.67	21" X 20"	03	Nos		
2	Aluminium Opening Ventilator 3.75 x 1.67	45" X 20"	01	Nos		
3						
4						
5	₹1370					
6						
7						
8						
9						
10						

Remarks: - for Head Office 2nd Floor South West Wing Bathroom Work purpose.

Prepared By	Rahul.T	Approved by	
Sign.& Date	12.10.2020	Sign. & Date	

APPROVED BY
16 OCT 2020
SOHAM MODI
MANAGING DIRECTOR

Note: On receipt of material at site write inward number and date in last 2 columns.

Estimate/Draft PO

Page(s) 1 Of 1 16-10-2020 14:26:51

Original / Office Copy / Purchase Div.Copy

From Company : **Modi Properties Pvt.Ltd.**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AABCM4761E1ZM

Draft PO for Approval

Supplier Details			
Sri Sai Rohith Marketing Company New Narsimhanagar Colony, Near Noma Kalyana Vedika, Mallapur, Hyderabad - 500 076. GSTIN 36AMHPC9578H1ZM 9866512288	**Doc No**	71370	16572
	Doc Date	16-10-2020	
	Quote No	Nil	
	Quote Date	16-10-2020	
	SupplyType	Supply	

Kind Attn : Mr. C. Laxman Kumar

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Tax All taxes included in above price.

Delivery Date Within 2days.

Delivery Location Head Office
5-4-187/3 & 4, II nd Floor, M.G.Road, Secunderabad - 500003
Phone. 040-66335551

APPROVED BY
16 OCT 2020
SOHAM MODI
MANAGING DIRECTOR

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Advance Paid Nil

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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

T.D. Nprecy
16/10/20

For *Modi Properties Pvt.Ltd.*
Authorised Signatory

Draft PO for Approval

Accepted the above Terms And Conditions
For *Sri Sai Rohith Marketing Company*

Name : ____________

Name : ____________

Date : __/__/____