PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	27/01/2021	Prepared by:	T.D. Murthy
PO/WO no.	73699	PO / WO Date.	09/01/2021
Supplier Name	Sri Sai Rohith Marketing Company	PO/WO amount	Rs. 68,645/-
Firm/Company	Modi Properties PVT LTD	Project	Head Office
Sl. No.	Bill No.	Bill Date	Bill amount
1.	463	19/01/2021	Rs. 2,935/-
2.	-	-	-
3.	-	-	-
4.			-
Amount A – Bills total(Excluding Transport & Hamali Charges):			Rs. 2,935/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	463	19/01/2021	87950	☑ Yes ☐ No
2.	-	-	-	☐ Yes ☐ N
3.	-	-	-	☐ Yes ☐ No
4.	-	-	-	☐ Yes ☐ No
Amount B –Other Credits :				-
Amount C –Other Debits :				-
Amount D (D=A+B-C) – Amount to be credited to the supplier:				Rs. 2,935/-
Amount E – PO / WO value:				Rs. 68,645/-
Amount F – Difference (A – E):				Rs. -65,710/-

Quantity received as per PO /WO	☐ Yes ☐ Excess received ☑ Short received ☐ Other (explained below)
Is difference between PO / Bill acceptable?	~~☐ Yes ☐ No (ex~~plained 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	**30/01/2021**

Remarks: **Part bill received. Please check advance and release the balance payment.**

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[signature]	[signature]	APPROVED 27 JAN 2021				
Date	27/1/21	27/1	MINISH PARIKH MANAGER PROCUREMENT				

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. 5,000/-, Purchase Manager and Procurement Manager to approve all bills from 5,000/- 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
Triplecate 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: 463

INVOICE DATE: 19-01-21

TRANSPORTATION NAME:

VEHICLE NO: TS10UA0183 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.
Secunderabad - 500003.

STATE CODE GSTIN NO:

DETAILS OF CONSIGNEE (SHIPPED TO)

— do —
P.O.No: 73699

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		Aluminium Ventilator 17"x15"	1 no	1.76 sft	450/-	792	00
2	7610		Aluminium Window Shutters 43"x19"	2 no	11.30 sft	150/-	1695	—
					TOTAL BEFORE TAX		2487	00
					ADD:CGST	9%	224	00
					ADD:SGST	9%	224	00
					ADD:IGST			
					TAX AMOUNT GST			
					GRAND TOTAL		2935	—

INWARD
Inward No: 776 Dt: 19/01/21
MRN No: 87950 Dt: 19/1/21
Received By: Sign:
MODI PROPERTIES

MODI PROPERTIES PVT. LTD. SEC'BAD INWARD No. 13565 Date 20/1 Sign.

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

Receiver Stamp & Signature..........

For SRI SAI ROHIT MARKETING.CO

Authorised Signature

Purchase Order

 11-01-2021 11:47:25

73699
09.01.21 11:04:30

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**	73699	182519
New Narsimhanagar Colony, Near Noma Kalyana Vedika, Mallapur, Hyderabad - 500 076.	**Doc Date**	09-01-2021	
	Quote No	Nil	
GSTIN 36AMHPC9678H1ZM	**Quote Date**	31-10-2020	
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	2187 - Carpentry - windows - Al. Fixed - other - sft *8'3" x 10'0(Section - 2" x 2") - 02nos*	165.00	270.00	0.00	18.00	52,569.00
2	2187 - Carpentry - windows - Al. Fixed - other - sft *8'3" x 5'0(Section - 2" x 2") - 01no*	41.25	270.00	0.00	18.00	13,142.25
3	2205 - Carpentry - windows - Al. Openable - other - sft *Ventilator - 17" x 15" - 01no*	1.76	450.00	0.00	18.00	934.56
4	2187 - Carpentry - windows - Al. Fixed - other - sft *Shutter with glass - Black colour - 43" x 19" - 02nos*	11.30	150.00	0.00	18.00	2,000.10
					Total Order Value . . .	**68,645.91**

Rupees : Sixty Eight Thousand Six Hundred Fourty Five and Paise Ninty One Only.

=> Part Bill received of Rs. 2935/- Bill: 668
19/1/21
and Bal. Bill to be receivable.
22/1

Terms and Conditions :-

Specification / Brand	Aluminium Sections shall be of 'Agarvanshi' brand. Frame - Black colour powder coating.
Payment Terms	50% as advance & balance 50% on delivery of all materials.
Tax	All taxes included in above price.
Delivery Date	Within 4days.
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	Rs. 34,323/- to be pay vide cheque no. , dtd.
her Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for H.O. - 2nd floor CR meeting room cubical and Pantry, North West windows purpose.
pletion Date	Work to be completed in 2days. Penalty of 5% of order value per week shall be levied for delay.
rment	Payment will be made as per measurement of laid and fixed material. Wastage at suppliers cost.
y	Supplier shall be responsible for security and storage of material at site at its risk and cost.

ies Pvt.Ltd.

11/01/2021

Name : ____________________

Accepted the above Terms And Conditions

For ***Sri Sai Rohith Marketing Company***

Date : __/__/____

Requisition Form

Company Name:	MPPL	Date:	07.01.2021
Site & Phase :	HO	Time:	12.15 pm
Supplier	Sri Sai Rohith	Req. No.	182519
Material required before date:	Urgent	ID No.	62973

No		Size	Quantity	Units	Inward No	Date
1	2" x 2" AL Frame with Fixed Glass	8'3" x 10'0"	02	No's		
2	2" x 2" AL Frame with Fixed Glass	8'3" x 5'0"	01	No's		
3	Al Ventilator	17" x 15"	01	No's		
4	Al Shutters with glass (Black Colour)	43" x 19"	02	No's		
5						
6						
7	73699				APPROVED	
					11 JAN 2021	
9					MANISH PARIKH	
10					MANAGER PROCUREMENT	

Remarks : Towards CR meeting room cubicals in 2nd floor and Pantry ventilator and northwest window purpose

Prepared By	Meenakshi	Approved by	
Sign.& Date	07-01-21	Sign. & Date	

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