PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	27/01/2021		Prepared by:		T.D. Murthy	
PO/WO no.	72361		PO / WO Date.		21/11/2020	
Supplier Name	Purnima Mosaic Tiles		PO/WO amount		Rs. 21,240/-	
Firm/Company	Modi Properties PVT LTD		Project		Greens Towers	
Sl. No.	Bill No.		Bill Date		Bill amount	
1.	1593		13/12/2020		Rs. 21,240/-	
2.	-		-		-	
3.	-		-		-	
4.					-	
Amount A – Bills total(Excluding Transport & Hamali Charges):					Rs. 21,240/-	
Sl. No.	DC No	DC. Date		MRN No.	DC matches MRN	
1.	1020	13/12/2020		-	☑ 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. 21,240/-	
Amount E – PO / WO value:					Rs. 21,240/-	
Amount F – Difference (A – E):					-	
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. 10,620/- ☐ No			
Payment – due date			**30/01/2021**			
Remarks:						

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

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/-

TAX INVOICE
~~CASH~~ / CREDIT State code:- 36

Mobile : 9849195298

PURNIMA MOSAIC TILES

Sy. No. 843/A, Near Check Post, Medchal, R.R. Dist - 501 401. D.C No - 1020

To, MODI PROPERTIES Pvt Ltd.
GREEN TOWERS P.O. No - 72361
GST NO:- 36AABCM4761E1ZM.

No. 1593

Date 13/12/20

S.No.	PARTICULARS	QTY.	Rate	Amount Rs.	P.
1	GREY Footpath Tiles 10"x10"	1440			
		1000 SFT	18/-	18,000	00
	Rs 21,240/-				
			Total	18,000	00
		SGST	~~Total~~ 9%	1620	00
	GST No.36AEPPP5661P1ZI	CGST	~~VAT@~~ 9%	1620	00
	TIN:36593591244		G. Total	21,240	00

MODI PROPERTIES PVT. LTD. * SEC'BAD *
INWARD
No: 72365
Date: 18/12
Sign: Neha

For PURNIMA MOSAIC TILES

Receiver's Signature

DELIVERY CHALLAN Mobile : 9849195298

PURNIMA MOSAIC TILES

Sy. No. 843/A, Near Check Post, Medchal, R.R. Dist - 501 401. (T. S.)

To, MODI PROPERTIES PVT LTD No. 1020

GREENTOWER BEGAMPET

P.O NO - 72361 Date 13/12/20

Please receive the undermentioned Material in good Condition

S.No.	PARTICULARS	HSN Code	Qty.	Rate
1	GREY TILES - 10"x10"		1440 No 1000 SFT	
	MODI PROPERTIES PVT. LTD. INWARD No. 44000 Date 22/12 DCM TS-12 UC-3212		1440 No. 1000 SFT	

GST No. : 36AEPPP5661P1ZI

Receiver's Signature

For PURNIMA MOSAIC TILES

Purchase Order

 21-11-2020 14:03:38

72361
16.11.20 11:23:59

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			
Purnima Mosaic Tiles Sy.No. 843/A, Near Check Post, Medchal, R.R.Dist. 501 401	**Doc No**	72361	16680
	Doc Date	21-11-2020	
	Quote No	Nil	
GSTIN 36AEPPP5661P1ZI NA	**Quote Date**	27-09-2018	
27531972 9849195298	**SupplyType**	Supply	

Kind Attn : Bharat Patel

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	9039 - Tiles - Cement Floor Tiles - 10 in X 10 in - Sft *Footpath tiles - 18 to 20mm thick*	1,000.00	18.00	0.00	18.00	21,240.00
					Total Order Value . . .	**21,240.00**

Rupees : Twenty One Thousand Two Hundred Fourty Only.

Terms and Conditions :-

Specification / Brand	As per approved guideline rates by MD Cir.no 841(E) dtd 27/09/2019 & accepted by Contractor. Material supply only.
Payment Terms	50% as advance & balance 50% after delivery of all materials & completion of the work.
Tax	All taxes included in above price.
Delivery Date	Within 4days
Delivery Location	Greens Towers Begumpet Main Road, Hyd. Opp. Hyderabad Public School. Phone. 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	Nil
Advance Paid	Rs. 10,620/- advance to be pay vide cheque no. , dt.
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for near security and driveway broken parking tiles replacement purpose.
Completion Date	Nil
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

21/11/2020

Name : ____________

Accepted the above Terms And Conditions

For ***Purnima Mosaic Tiles***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	MPPL	Date:	19.11.20
Site & Phase :	Green Towers	Time:	10.40 AM
Supplier		Req. No.	16680
Material required before date:	Urgent	ID No.	61682

No	Description	Size	Quantity	Units	Inward No	Date
1	**Checkered Tiles - Grey Colour**	10" x 10"	1000	Sft		
2						
3						
4						
5	72361					
6			APPROVED			
7						
8			21 NOV 2020			
9			MINISH PARIKH			
10			MANAGER PROCUREMENT			

Remarks: For Near security and Driveway Broken Parking Tiles replacement Purpose

Prepared By	Meenakshi	Approved by	
Sign.& Date	19.11.20	Sign. & Date	

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

Requisition Form

Company Name:	BNC Estates	Date:	
Site & Phase :	Mayflower Grande	Time:	
Supplier		Req. No.	
Material required before date:		ID No.	

No	Description	Size	Quantity	Units	Inward No	Date
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						

Remarks:

Prepared By		Approved by	
Sign.& Date		Sign. & Date	

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