

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 29/01/21		Prepared by: D.SOWMYA	
PO/WO no. 73947		PO / WO Date. 19/01/21	
Supplier Name Elegant Enterprises		PO/WO amount 121036/-	
Firm/Company Mani properties Pvt.Ltd		Project May flower Platinum	
Sl. No.	Bill No.	Bill Date	Bill amount
1	384	20/01/21	121036/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			121036/-
Sl. No.	DC No	DC. Date	MRN No. DC matches MRN
1.			87830 ☒ 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:			121036/-
Amount E – PO / WO value:			121036/-
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		23.1.2021 05/08/21	
Remarks:			
Approved by	Purchase Officer	Purchase Manager	Procurement Manager
Sign:	K. S. S.		30 JAN 2021
Date	29/01/21	29/01/21	MINISH PARIKH

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/-

[illegible]

INWARD	
Inward No. 5297	Date 23/01/21
MRN No. 87830	Ln.
Received By	Sign <i>M. J. C. M.</i>
Modi Properties Pvt. Ltd.	
Sy.No.82/1	

Purchase Order

Page(s) 1 Of 1

19-01-2021 2:29:07 PM

73947
16.01.21 10:36:45

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

Supplier Details

Elegant Enterprises
5-4-187/7/3, Karbala Maidan, M.G.Road, Secunderbad-500003.

GSTIN 36AJBPK0412E1ZY

66385358

9985113450/9885073880

Doc No	73947	177299
Doc Date	19-01-2021	
Quote No	Nil	
Quote Date	19-01-2021	
SupplyType	Supply	

Kind Attn : Mr.Gaurang Kadakia/Mahesh Kadakia

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 4620 - Electrical - other - Meters - Three Phase - nos	6.00	1,700.00	0.00	18.00	12,036.00
Total Order Value . . .					12,036.00

Rupees : Twelve Thousand Thirty Six Only.

Terms and Conditions :-

Specification / As per details given in the quotation.

Payment Terms After Delivery & Production of bill

Tax Inclusive of all taxes

Delivery Date Next Working Day.

Delivery Location May Flower Platinum
Sy 82/1, Mallapur, Nacharam.
Phone. 7680971999

Penalty For Delay Nil

Transportation Transport cost shall be borne by us.

Warranty Nil

Advance Paid Nil

Other Terms We reserve the right to reject items not conforming to quality and specifications. Above order for Site office use purpose

Completion Date Nil

Measurment Nil

Security Nil

Remarks

For **Modi Properties Pvt.Ltd.**

Authorised Signatory



Name :

Accepted the above Terms And Conditions

For **Elegant Enterprises**

Name : _____

Date : __/__/__

Requisition Form

Company Name:		Modi Properties Pvt Ltd		Date:		19-01-2021	
Site & Phase :		May Flower Platinum		Time:		11:02	
Supplier				Req.No.		177299	
Material required before date:			21-01-2021		ID No.		63173
No	Description	Size	Quantity	Units	Inward No	Date	
1	Submeters	3 phase	06	Nos			
2							
3							
4							
5							
6							
7							
9							
10							
Remarks: for site office use purpose							
Prepared By		K.Sravani Reddy		Approved by		S.V.Subba Reddy	
Sign.& Date		19-01-2021		Sign. & Date			

Note: