

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	18/02/2021	Prepared by:	MINISH.
PO/WO no.	74349.	PO/WO Date.	02/02/2021
Supplier Name	Elegant Enterprises.	PO/WO amount	7,965/-
Firm/Company	Modi Realty Pocharam LLP	Project	NH.
Sl. No.	Bill No.	Bill Date	Bill amount
1	0413.	02/02/2021	7,965/-
3			
4			

Amount A - Bills total (Excluding Transport & Hamali Charges):

7,965/-

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.			88385	☒ 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:

7,965/-

Amount E - PO / WO value:

7,965/-

Amount F - Difference (A - E): GST-18%

NIL

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 / WO	☐ Yes ☐ No - wait for balance material ☐ No (explained below)
Advance paid / PDC given (deduct when paying)	☐ Yes - Rs. /- ☒ No
Payment - due date	20/02/2021
Remarks:	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	MD	Accounts - receiver of bill	Accountant	Accounts Manager
Sign:							
Date		18/2	8 FEB 2021				

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 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. 1,00,000/-. 7. MD to approve all bills above 1,00,000/-

Purchase Order



74349

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From Company : **Modi Reality Pocharam LLP**
5-4-183/3&4, II nd Floor, Soham Mansion, MG Road, Secunderabad-
G S T No. : 36ABIFM1836H1Z7

Supplier Details

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

GSTIN 36AJBPK0412E1ZY

66385358

9985113450/9885073880

Doc No	74349	181524
Doc Date	02-02-2021	
Quote No	Nil	
Quote Date	02-02-2021	
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 4525 - Electrical - other - Ceiling fan - other - nos	6.00	1,125.00	0.00	18.00	7,965.00
Total Order Value . . .					7,965.00

Rupees : Seven Thousand Nine Hundred Sixty Five Only.

Terms and Conditions :-

Specification /	All items shall be of 'CG' brand, Seawind model
Payment Terms	After Delivery & Production of bill.
Tax	All taxes included in above price.
Delivery Date	Next day.
Delivery Location	Nilgiri Heights pocharam Phone. .9849497484
Penalty For Delay	Nil
Transportation	Transport cost shall be borne by us.
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right items not confirming to qty & specs. Above order for site office purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For **Modi Reality Pocharam LLP**

Authorised Signatory

Name : 

Accepted the above Terms And Conditions

For **Elegant Enterprises**

Name : _____

Date : __/__/__

Requisition Form

Company Name:		Modi Realty Pocharam LLP		Date:		01.02.2021	
Site & Phase :		Niligiri Heights		Time:		12.30 PM	
Supplier:				Req. No.		181524	
Material required before date:		03.02.2021		ID No.		63538	

No	Description	Size	Quantity	Units	Inward No	Date
1	Ceiling Fans	1200mm	06	No's		
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						

Remarks: For Site office purpose

Prepared By		Vijay Raj		Approved by			
Sign.& Date		01.02.2021		Sign. & Date			

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

Requisition Form

Company Name:				Date:			
Site & Phase :				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						
10						

Remarks: For

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

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