PURCHASE DIVISION Advice for approval for credit to supplier

Date: 19/03/2021				Prepared by:			T.D. Murthy			
PO/WO no. 74116				PO / WO	Date.	-	23/01/	2021		
Supplier Name Elite Enterprises				PO/WO	amount		Rs. 39,000/-			
Firm/Company 1		Modi Properties P	VT LTD	Project	Project			Mayflower Platinum		
Sl. No.		Bill No.		Bill Date	Bill Date		Bill amount			
1.		058		09/02/20	09/02/2021		Rs. 39	,000/-		
2.	2			1-	-		-			
3.	3			-			-			
4.							-		/	
Amount A – Bills total(Excluding Transport & Hamali Cl			arges):			Rs. 39	,000/-			
Sl. No.	DC No		DC. Date		MRN No.		DC matches MRN			
1.	058		09/02/2021		89115		Yes 🗆 No			
2.	-		-		-		□ Yes	Yes 🗆 No		
3.	-		-		-		□ Yes □ No			
4			-		-		□ Yes □ No			
Amount B	-Other Cr	redits:					-			
Amount C	-Other De	ebits:		-						
Amount D	(D=A+B-	C) – Amount to be	credited to the sur	oplier:			Rs. 39	0,000/-		
Amount E	- PO / WO	O value:			Rs. 39,000/-					
Amount F	– Differen	ce (A – E):					-			
Quantity re	eceived as	per PO/WO		Yes - Exc	cess receive	d Short re	ceived	Other (expla	ained below)	
Is difference	e between	PO / Bill acceptab	le?	Yes 🗆 No	(explained	below)				
Excess / sh	ort materi	al received		△ Approved – within acceptable limits □ No (explained below)						
Close PO /	W?O			✓ Yes □ No – wait for balance material □ No (explained below)						
Advance pa	aid / PDC	given (deduct when	paying)	Yes - Rs.	39,000/-	No		-		
Payment -	due date									
Remarks: 1	Please che	ck advance and re	lease the balance	payment.						
Approve by		orchase Purc Officer Man			M D	Accounts receiver of bill		Accountant	Accounts Manager	
Sign:	1	190				UIII	+			
Date	1	as 1 13	3							

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/-

ELITE ENTERPRISES

Dps road, Bowrampet 500043

Phone no.: 9398936022 GSTIN: 36GEEPK9675F1ZZ

State: 36-Telangana



Tax Invoice

Bill To:

M/s. MODI PROPERTIES PVT. LTD.

5-4-187/3 & 4, II Floor, Soham Mansion, M.G. Road, Secunderabad - 500003.

Invoice No.: 058 Date: 09-02-2021

Pro 100: 74116.

						M.C.	14.
#	Item name	HSN/ SAC	Quantity	Unit	Price/ unit	GST	Amount
1	4"×8"×24" SIZE CLC LIGHT WEIGHT BRICKS BRICKS		1000	Nos	₹ 37.14	₹ 1,857.14 (5.0%)	₹ 39,000.00
	Total		1000	al-Magazan Magazan (10 Apparent Account () parents		₹ 1,857.14	₹ 39,000.00
IN'	VOICE AMOUNT IN WORDS		Su	b Total			₹ 37,142.86
Th	irty Nine Thousand Rupees	only	SG	ST@2.5%	6		₹ 928.57
TE	RMS AND CONDITIONS		CG	ST@2.5%	6		₹ 928.57
	ank you for doing business	with us.	То	tal			39,000.00
			Re	ceived			₹ 0.00
			Ва	lance			₹ 39,000.00







For, ELITE ENTERPRISES

Authorized Signatory



Purchase Order

Page(s) 1 Of 1

23-01-2021 14:57:36

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	Ш	Ш		111	
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From Company: Modi Properties Pvt.Ltd.

5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003

G S T No.: 36AABCM4761E1ZM

16.01.21 11:00:14

Supplier Details			
Elite Enterprises	Doc No	74116	177306
Servey no. 448, DPS School road, Bowrampet - 500 043.	Doc Date	23-01-2021 Nil	
	Quote No		
GSTIN 36GEEPK9675F1ZZ	Quote Date	26-08-202	20
9398936022/9052222266	SupplyType	Supply	

Kind Attn: Mr. Dikshit Reddy

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 1054 - Building material - CLC Block - 4in X 8 in X 24 in - Nos	1,000.00	39.00	0.00	0.00	39,000.00
		Total O	der Value	e	39,000.00
Rupees: Thirty Nine Thousand Only.					

Terms and Conditions :-

Specification / Brand Items shall be of 2.5 - 3.0N/M3 approx.Strength minimum QC report a must

Payment Terms

100% as advance at the time of delivery of all materials.

Tax

All taxes included in above price.

Delivery Date

Within 2days.

Delivery Location

May Flower Platinum

Sy 82/1, Mallapur, Nacharam.

Phone. 7680971999

Penality For Delay

Bills must be submitted to H.O. within 30days of supply of material. 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. 39,000/- advance to be pay vide cheque no. , dtd.

Other Terms

We reserve the right items not confirming to qlty & specs. Breakage in your account. Above order for A block elevation purpose.

Completion Date

Nil Nil

Measurment Security

Nil

Remarks

For **Modi Properties Pvt.Ltd.**Authorised Signator

Name:

Accepted the above Terms And Conditions

For Elite Enterprises

Name		

Date : __/__/___

Requisition Form

Com	pany Na	me:	Modi Pro	perties Pvt	Ltd	Date: 21-01-2021		01-2021				
Site & Phase:			May Flov	ver Platinun	n	Time:			16:3	32		
Supp	lier					Req.N).				
Material required before date:				24-01-202	21	ID No.	No.			63283		
No	No Description			Size		Quantity	Units		Inward No	Date		
1	CLC	block			4x8x24		1000	Nos				
2												
3												
4												
5			Aun	b			\ ,					
6							1					
7							APPRO	VED				
V							2 3 JAN	2021				
9							MINISH	PARIKH				
10							MANAGER PRO	CUREMENT				
Rem	arks: for	site A block ele	vation use pur	pose						•		
Prep	ared By		K.Sravan	K.Sravani Reddy		Approved by			S.V.Subba Reddy			
Sign	.& Date		21-1-202	1		Sign. & Date						

Note:

ELITE ENTERPRISES

Dps road, Bowrampet 500043

Phone no.: 9398936022 GSTIN: 36GEEPK9675F1ZZ

State: 36-Telangana



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#	Item name	HSN/ SAC Q	uantity	Unit	Price/ unit	GST	Amount
1	4"×8"×24" SIZE CLC LIGHT WEIGHT BRICKS BRICKS		1000	Nos	₹35.24	₹1,761.91 (5.0%)	₹ 37,000.01
	Total		1000			₹ 1,761.91	₹ 37,000.01
IN	VOICE AMOUNT IN WORDS			Sub Total		,	₹ 35,238.10
	irty Seven Thousand Rupee	s and One Paisa		SGST@2.5	%		₹880.95
on	ly			CGST@2.5	%		₹880.95
TE	RMS AND CONDITIONS			Total			37,000.01
Th	ank you for doing business	with us.		Received			₹ 0.00
				Balance		,	₹ 37,000.01



LIPI) PAY NOW



For, ELITE ENTERPRISES

K. J. K. Dolly

Authorized Signatory



