PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	29/06/21	Prepared by:	Prabhakar
PO/WO no.	77174	PO / WO Date.	18/5/21
Supplier Name	Elite Enterprises	PO/WO amount	60,000/-
Firm/Company	M.R. Mallapur LLP	Project	GMR
Sl. No.	Bill No.	Bill Date	Bill amount
1	163	19/5/21	60,000/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			60,000/-

Sl. No.	DC.No	DC. Date	MRN No.	DC matches MRN
1.			92912	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No

Amount B – Other Credits : Transportation charges/Charges	
Amount C – Other Debits : Excess Billed.	12,000-00
Amount D (D=A+B-C) – Amount to be credited to the supplier:	48,000-00
Amount E – PO / WO value:	60,000-00
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	5/7/21
Remarks:	Excess Billed.

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:		[signature]					
Date		29/6/21					

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/-

ELITE ENTERPRISES

Dps road, Bowrampet 500043
Phone no.: 9398936022
Email: elitelightweightbricks@gmail.com
GSTIN: 36GEEPK9675F1ZZ
State: 36-Telangana

163514

ELITE BLOCKS
Stronger than Strongest

Tax Invoice

Bill To:

MODI REALITY MALLAPUR LLP

5-4-187/3&3, II Floor, Soham mansion, MG ROAD, SECUNDERABAD.

GSTIN Number: 36AAEFM1459R1ZP

State: 36-Telangana

Place of Supply: 36-Telangana
Invoice No.: 163
Date: 19-05-2021

#	Item name	HSN/ SAC	Quantity	Unit	Price/ unit	GST	Amount
1	4"×8"×24" SIZE CLC LIGHT WEIGHT BRICKS BRICKS		1500	Nos	₹ 38.10	₹ 2,857.14 (5.0%)	₹ 60,000.00
	Total		**1500**			**₹ 2,857.14**	**₹ 60,000.00**

INVOICE AMOUNT IN WORDS

Sixty Thousand Rupees only

TERMS AND CONDITIONS

Thank you for doing business with us.

Sub Total	₹ 57,142.86
SGST@2.5%	₹ 1,428.57
CGST@2.5%	₹ 1,428.57
Total	**₹ 60,000.00**
Received	₹ 0.00
Balance	₹ 60,000.00

UPI PAY NOW

For, ELITE ENTERPRISES

K.D. Kshith Reddy

Authorized Signatory

81699
29|6

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Purchase Order

 02-06-2021 11:18:23

Original

77174
06 05.21 4:35:38

From Company :	**Modi Reality Mallapur LLP** 5-4-187/3&3, II nd floor, Soham Mansion, MG Road, Secunderabad. G S T No. : 36AAEFM1459R1ZP

Supplier Details

Elite Enterprises
Servey no. 448, DPS School road, Bowrampet - 500 043.

GSTIN 36GEEPK9675F1ZZ

9398936022/9052222266

Doc No	77174	187004
Doc Date	18-05-2021	
Quote No	Nil	
Quote Date	15-05-2021	
SupplyType	Supply	

Kind Attn : Mr. Dikshit Reddy

Invoice to be received.

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	1,500.00	40.00	0.00	0.00	60,000.00
					Total Order Value . . .	**60,000.00**

Rupees : Sixty Thousand Only.

Received by site.

Terms and Conditions :-

Specification /	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	Gulmohar Residency Survey No 19, Mallapur, Hyderabad. NExt to NFC Railway Over Bridge Phone. Contact: Security _______, Admin 9502211011
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	Included in the above price.
Warranty	Nil
Advance Paid	Rs. 60,000/- 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 external elevation purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***Modi Reality Mallapur LLP***
Authorised Signatory

Name : 03/06/2021

Accepted the above Terms And Conditions
For ***Elite Enterprises***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	MRMLLP	Date:	18-05-2021
Site & Phase :	GMR	Time:	10:10
Supplier		Req. No.	187004
Material required before date:	20-05-2021	ID No.	66136

No	Description	Size	Quantity	Units	Inward No	Date
1.	CLC Blocks	24"x8"x4"	1500	No's		
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						

APPROVED
03 JUN 2021
MANISH PARIKH
MANAGER PROCUREMENT

Remarks: For A-Block elevation purpose at GMR site .

Prepared By	A.Sravani	Approved by	
Sign.& Date	18-05-21	Sign. & Date	

Note:

19/5/21 Po No -> 77174

Elite enterprises

① Light Weight Bricks -> 1200 Nos

4" x 8" x 24"

1200 Nos

AP29 W

1449

INWARD
MODI REALTY MALLAPUR LLP
Ward No. 4190 Dt. 19/5/21
MPN No. 92912 Dt. 21/6/21

MODI PROPERTIES PVT. LTD.
INWARD
No. 72208
Date 22/6