

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 25/6/21		Prepared by: B. Nandini	
PO/WO no. 76815		PO / WO Date. 29/4/21	
Supplier Name Abdul Aziz		PO/WO amount 132396/-	
Firm/Company MPL		Project MFP	
Sl. No.	Bill No.	Bill Date	Bill amount
1	002	24/6/21	131834/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			
Sl. No.	DC No	DC. Date	MRN No.
1.	/	/	/
2.	/	/	/
3.	/	/	/
Amount B –Other Credits : Transportation charges			
Amount C –Other Debits :			
Amount D (D=A+B-C) – Amount to be credited to the supplier:			
Amount E – PO / WO value:			
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		28/6/21	
Remarks: price difference so can be considered based on bill from site.			
Approved by	Purchase Officer	Purchase Manager	Procurement Manager
Sign:			
Date			

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/-

ABDUL AZIZ

TAX INVOICE CASH / CREDIT

Cell : 9908194281
9182242690**ABDUL AZIZ**

Supplier & Contractors

Spl. in : Plaster of Paris, False Ceiling, Gypsum Board, Partition Works,
Thermacol Ceiling, Armstrong, Border, Flower & All Types of Ceiling Works.

14-1-96/3/B, Allapur, Borabanda, Hyderabad - 500 018 Email rk.decorators@gmail.com

Seller GST No.: 36AYAPA9482A2ZQ
Pan No. AYAPA9482A
Mode of Transport :
Product Reference No.
State : Telangana, State Code : 36Invoice No : 002
Invoice Date :
Date of Supply : 24/06/2021
PO No & Date :

Details of Receiver / Billed to :

Name : Mode Properties Pvt. Ltd.

Address : Madhapur

Buyer GSTIN : 36AABCM4761E1ZM

State : Telangana Code : 36

Details of Delivery Address :

Name :

Address :

Buyer GSTIN :

State : Code :

S.No.	NAME OF THE PRODUCT	HSN Code	Qty	Unit Price	Taxable Value
1	Gypsum false ceiling 5th floor corridor		3286	34	111.724
Total Invoice Amount : (In words) One lakh thirty one thousand eight hundred thirty four only		Total Amount Before Tax			111724
		Add CGST @ 9%			10055
		Add SGST @ 9%			10055
		Add IGST @ %			
		Total Amount GST			20110
		Total Amount After Tax			131834
Goods once sold will not be taken back. Our responsibility ceases once delivery made.		GST Payable on Reverse Charge			



For ABDUL AZIZ

TP: 6/941

Construction division.
Advice for giving credit to contractors/suppliers.

Sl. No. - site bills register		709		Date - site bills Register		02/06/2021	
Company Name:		MPL		Site:		May flower Platinum	
Name of Contractor		Abdul Aziz					
Nature of work		False ceiling					
Work done		From Date		02/5/21		To Date	
						18/5/21	
Sl. No.	Villa/Flat/block no.	Qty.	Rate	Units	Amount	Contractors bill no	
1.	False ceiling work						
2.	5th floor Corridor						
3.	at Part - I						
4.	Ceiling	2506	34	Sft	85,204 = 0		
5.	Vertical	780	34	Rft	26,520 = 0		
6.							
7.	Sub total				1,11,724 = 0		
8.	GST 18%				20,110 = 0		
9.							
10.							
11.	Total:				1,31,834 = 0		
Bill required		☒ YES ☐ NO.		GST bill required		☒ YES ☐ NO.	
Measurement & estimate sheet:		☒ Required ☐ Not required		Measurement & estimate sheet:		☒ Enclosed ☐ Not enclosed	
PO/WO no.		76815		PO/WO date:		29/4/21	
Remarks :							
Approved by Project Manager		Approved by Design Team		Approved by M.D.			
Date: 02/6/2021		Date: 03/06/21		Date: 03/06/21			
Sign: [Signature]		Sign: Nagaswami		Sign: 3 JUN 2021			

Notes: 1. This advice must be sent within 7 days of completing work. 2. This form can be used for certifying labour bills, bills for hire charges, earth work, turnkey civil contractors. 3. Wherever not applicable - fill NA. 4. Estimate and measurement sheets are not required for turnkey jobs where guideline rates are clearly given.

Contractor Sign: 2 ABDUL AZIZ

MEASUREMENT SHEET					Approved				
Company Name:		MPPL							
Project:		May Flower Patinum							
Work Description:		False ceiling work at part 1 corridor -5th floor							
Name of the Contractor		Abdul Aziz							
Prepared By		K. Narender Reddy							
Date:		02-06-2021							
			A	B	C	D	E=AxBxCxD	F	G=Sum of E
S No.	Item Head	Item Description	Length	Width	Height	Nos.	Quantity	Units	Item Head Total
	False ceiling work at part 1 corridor -5th floor								
1	corridor false ceiling	A1 to A5	125.00	7.00	1.00	1.00	875	sft	
		A-6 flat	23.00	5.00	1.00	1.00	115	Rft	
		A7 to B5	135.00	7.00	1.00	1.00	945	Rft	
		B1 to B2 flats	36.00	10.00	1.00	1.00	360	sft	
		Lift lobby	13.00	11.00	1.00	1.00	143	Rft	
		Staircase area	13.00	6.00	1.00	1.00	78	sft	
									2516
		vertical	780.00	1.00	1.00	1.00	780	Rft	
									780

ESTIMATE SHEET						Approved	
Company Name:		MPPL					
Project:		May Flower Patinum					
Work Description:		False ceiling work at part 1 corridor -5th floor					
Name of the Contractor		Abdul Aziz					
Prepared By		K. Narender Reddy					
Date:		02-06-2021					
S No.	Item Head	Item Description	Quantity	Units	Rate	Amount	Item Head Total
	False ceiling work at part 1 corridor -5th floor						
1	Designer false ceiling	Gypsum ceiling	2,506.00	sft	34.00	85,204.00	
		Verticals	780.00	rft	34.00	26,520.00	
							111724
		GST					20110
		Total					131834
Amount in words - One Lakh Thirty One Thousand Eight Hundred and Thirty Four Rupees only							

Purchase Order

Page(s) 1 Of 1

30-06-2021 15:57:40



76815

06.05.21 4.35.36

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

Mr. Abdul Aziz Ansari
Borabanda, Hyderabad.

GSTIN 36AYAPA9482A2ZQ

9908194281

Doc No	76815	177617
Doc Date	29-04-2021	
Quote No	Nil	
Quote Date	07-07-2020	
SupplyType	Supply And Installation	

Kind Attn : Mr. Abdul Aziz Ansari

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 6022 - Miscellaneous - False Ceiling - NA - sft Gypsum False Ceiling - Plain	3,300.00	34.00	0.00	18.00	132,396.00
Total Order Value . . .					132,396.00
Rupees : One Lakh(s) Thirty Two Thousand Three Hundred Ninty Six Only.					

Terms and Conditions :-

Specification / Brand	Above rate as per guideline cir.no.552(a) dtd. 24.10.09 issued by our M.D. and accepted by contractor. Above rates are inclusive of all.
Payment Terms	60% on delivery of all materials, 20% on starting of work and bal. after completion of all works.
Tax	All taxes included in above price.
Delivery Date	Within 4days.
Delivery Location	May Flower Platinum Sy 82/1, Mallapur, Nacharam. Phone. 7680971999
Penalty For Delay	Bills must be submitted to H.O. within 30 days of completion of work. 10% pty on value of order will be deducted for delay in submission of bills.
Transportation Cost	Included in the above price.
Warranty	One year on workmanship
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for A block 5th floor corridor purpose.
Completion Date	Work to be completed in 4days. Penalty of 5% of order value per week shall be levied for delay.
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

Accepted the above Terms And Conditions

For **Mr. Abdul Aziz Ansari**

Name : _____

Name : _____

Date : ____/____/____

Requisition Form

Company Name:		Modi Properties Pvt Ltd		Date:		29-04-2021	
Site & Phase :		May Flower Platinum		Time:		11.45	
Supplier		Abdul Aiz		Req.No.		177617	
Material required before date:			02-05-2021		ID No.		65782

No	Description	Size	Quantity	Units	Inward No	Date
1	Plain False ceiling		3300	sft		
2						
3						
4						
5						
6						
7						
8						
9						
10						

Remarks: towards A-block 5th floor corridor use purpose

Prepared By	K.Narender Reddy	Approved by	S.V.Subba Reddy
Sign.& Date	29-04-2021	Sign. & Date	

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

Purchase Order

Page(s) 1 Of 1

29-04-2021 14:00:22

Original / Office Copy / Purchase Div.Copy

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

Mr. Abdul Aziz Ansari
Borabanda, Hyderabad.

GSTIN 36AYAPA9482A2ZQ

9908194281

Doc No	76815	177618
Doc Date	29-04-2021	
Quote No	Nil	
Quote Date	07-07-2020	
SupplyType	Supply And Installation	

Kind Attn : Mr. Abdul Aziz Ansari

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 6022 - Miscellaneous - False Ceiling - NA - sft Gypsum False Ceiling - Plain	3,300.00	34.00	0.00	18.00	132,396.00
Total Order Value . . .					132,396.00
Rupees : One Lakh(s) Thirty Two Thousand Three Hundred Ninty Six Only.					

Terms and Conditions :-

Specification / Brand	Above rate as per guideline cir.no.552(a) dtd. 24.10.09 issued by our M.D. and accepted by contractor. Above rates are inclusive of all.
Payment Terms	60% on delivery of all materials, 20% on starting of work and bal. after completion of all works.
Tax	All taxes included in above price.
Delivery Date	Within 4days.
Delivery Location	May Flower Platinum Sy 82/1, Mallapur, Nacharam. Phone. 7680971999
Penalty For Delay	Bills must be submitted to H.O. within 30 days of completion of work. 10% pty on value of order will be deducted for delay in submission of bills.
Transportation Cost	Included in the above price.
Warranty	One year on workmanship
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for A block 5th floor corridor purpose.
Completion Date	Work to be completed in 4days. Penalty of 5% of order value per week shall be levied for delay.
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

Name :

Accepted the above Terms And Conditions

For **Mr. Abdul Aziz Ansari**

Date : _/_/

Name : _____