PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	23/7/21	Prepared by:	Prabhakar. P
PO/WO no.	78469	PO / WO Date.	9/7/21
Supplier Name	Elegant Enterprises	PO/WO amount	10,974.00
Firm/Company	MPPL	Project	MPL
Sl. No.	Bill No.	Bill Date	Bill amount
1	0159	9/7/21	11,940-00
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			11,940-00

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.			93901	☑ 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:	11,940-00
Amount E – PO / WO value:	10,974.00
Amount F – Difference (A – E): GST-18%	966-00

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	26/7/21
Remarks:	Excess Qty received may be considered.

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:		PS					
Date		24/7/21					

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/-

Purchase Order

 09-07-2021 2:26:08 PM

78469
06.07.21 4:42:38

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			
Elegant Enterprises 5-4-187/7/3,Karbala Maidan, M.G.Road, Secunderbad-500003.	**Doc No**	78469	177766
	Doc Date	09-07-2021	
	Quote No	Nil	
GSTIN 36AJBPK0412E1ZY	**Quote Date**	29-06-2021	
66385358 9985113450/9885073880	**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	7059 - Plumbing - GI - Flat Patti - 25x3 - kgs *25 X 6 MM 25 LENGTHS*	150.00	62.00	0.00	18.00	10,974.00
					Total Order Value . . .	**10,974.00**

Rupees : Ten Thousand Nine Hundred Seventy Four Only.

Terms and Conditions :-

Specification / As per details given in the quotation.

Payment Terms On complete delivery of all materials only !

Tax GST included in above price.

Delivery Date Next Day.

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

Penality 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. Payment as per actual wgmt. Above order for lift electrical room Purpose.

Completion Date Nil

Measurment Nil

Security Nil

Remarks

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

Name : 10/07/2021

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

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	MPPL	Date:	28-06.2021
Site & Phase :	May Flower Platinum	Time:	15.10 PM
Supplier		Req.No.	177766
Material required before date:	30-06.2021	ID No.	

No	Description	Size	Quantity	Units	Inward No	Date
1	GI Flat Patti- 45 meters length	20 mm x 6 mm	3	nos	16804	30/6/21
2						
3	78469					
4						
5						
6						
7						
8						
9						
10						

APPROVED
10 JUL 2021
MINESH PARIKH
MANAGER PROCUREMENT

Remarks: For lift earthing use Purpose

Prepared By	K.Narender Reddy	Approved by	
Sign.& Date	28-06-2021 28/6/2021	Sign. & Date	

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

78133