

PURCHASE DIVISION
Advice for approval for credit to supplier

(m) ✓ B

Date: 16/8/2021		Prepared by: N. Shraya	
PO/WO no. 79258		PO / WO Date. 2/8/21	
Supplier Name: Elegant Enterprises		PO/WO amount: 3045/-	
Firm/Company: Modi Realty Pocharam LLP		Project: N G H	
Sl. No.	Bill No.	Bill Date	Bill amount
1	0192	3/8/21	3045/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			3045/-
Sl. No.	DC No	DC Date	MRN No, DC matches MRN
1.	-	-	94880 ☒ 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:			3045/-
Amount E – PO / WO value:			3045/-
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		23/8/21	
Remarks:			
Approved by	Purchase Officer	Purchase Manager	Procurement Manager
MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Shraya		
Date	16/8/21	16/8/21	

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



79258

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From Company : **Modi Realty Pocharam LLP**

5-4-183/3&4, II nd Floor, Soham Mansion, MG Road, Secunderabad-500003

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	79258	181650
Doc Date	02-08-2021	
Quote No	Nil	
Quote Date	02-08-2021	
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 4579 - Electrical - other - Gang box - 3way - nos 3+1	20.00	55.00	0.00	18.00	1,298.00
2 4681 - Electrical - switches - Switch - 6Amps - nos	40.00	13.55	0.00	18.00	639.56
3 4645 - Electrical - other - Socket - other - nos	20.00	25.42	0.00	18.00	599.91
4 4518 - Electrical - other - Base saddle - other - boxes 1"	2.00	215.00	0.00	18.00	507.40
Total Order Value . . .					3,044.87

Rupees : Three Thousand Fourty Four and Paise Eighty Seven Only.

Terms and Conditions :-

Specification / All items shall be of Anchor Penta series

Payment Terms After Delivery & Production of bill

Tax Inclusive of all taxes

Delivery Date Next Day.

Delivery Location Nilgiri Heights
pocharam
Phone. .9849497484

Penalty For Delay Nil

Transportation Transport cost shall be borne by us.

Warranty 1 yr agaist manuf. defect

Advance Paid Nil

Other Terms We reserve the right to reject items not conforming to quality and specifications.Above order for labour quarter use
purpose

Completion Date Nil

Measurment Nil

Security Nil

Remarks

For **Modi Realty Pocharam LLP**

Authorised Signatory

Name :

05/08/2021

Accepted the above Terms And Conditions

For **Elegant Enterprises**

Name :

Date : _/_/

1545

Requisition Form

Company Name:		Modi Realty Pocharam LLP		Date:		31.07.2021	
Site & Phase :		Niligiri Heights		Time:		11.00 AM	
Supplier:				Req. No.		181650	
Material required before date:			03.08.2021		ID No.		68030
No	Description	Size	Quantity	Units	Inward No	Date	
1	PVC Gang Box - 3+1		20	No's			
2	Anchor Penta Switches	5 Amps	40	No's			
3	Anchor Penta Sockets	5 Amps	20	No's			
4	Base Saddle	1"	02	Box			
5							
6							
7							
8							
9							
10							
11							
Remarks: For Labour quarters purpose							
Prepared By		Vijay Raj		Approved by			
Sign. & Date		31.07.2021		Sign. & Date			

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

