

PURCHASE DIVISION
Advice for approval for credit to supplier

(3)

Date: 22/8/21		Prepared by: A. Babhakar	
PO/WO no. 79002		PO / WO Date. 24/8/21	
Supplier Name: Elegant Enterprises		PO/WO amount: 368/-	
Firm/Company: MPP2		Project: MPP2	
Sl. No.	Bill No.	Bill Date	Bill amount
1	0179	27/8/21	2834-00
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			2834-00
Sl. No.	DC. Date	MRN No.	DC matches MRN
1.		94452	☒ Yes ☐ No
2.			☐ Yes ☐ No
3.			☐ Yes ☐ No
Amount B –Other Credits : Transportation charges/Charges			
Amount C –Other Debits :			
Amount D (D=A+B-C) – Amount to be credited to the supplier:			2834-00
Amount E – PO / WO value:			2834-00
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		20/8/21	
Remarks:			
Approved by	Purchase Officer	Purchase Manager	Procurement Manager
MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	[Signature]		
Date	22/8/21		

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/-

[illegible]

Purchase Order

Page(s) 1 Of 1

24-07-2021 4:17:38 PM



79003

26.07.21 11:52:27

From Company : **Modi Properties Pvt.Ltd.**
5-4-187/3 & 4, IIInd 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, Secunderabad-500003.

GSTIN 36AJBPK0412E1ZY
66385358

9985113450/9885073880

Doc No	79003	177843
Doc Date	24-07-2021	
Quote No	Nil	
Quote Date	29-06-2021	
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 7059 - Plumbing - GI - Flat Patti - 25x3 - kgs 25 X 6 MM approx 45 mtrs	50.00	62.00	0.00	18.00	3,658.00
Total Order Value . . .					3,658.00

Rupees : Three Thousand Six Hundred Fifty Eight 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

Penalty 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 : _____

Accepted the above Terms And Conditions

For **Elegant Enterprises**

Name : _____

Date : __/__/__

Requisition Form

Company Name:		MPPL		Date:		22-07-2021	
Site & Phase :		May Flower Platinum		Time:		17.50 PM	
Supplier				Req.No.		177843	
Material required before date:		24-07-2021		ID No.		67799	
No	Description	Size	Quantity	Units	Inward No	Date	
1	GI Flat Patti	20 mm x 6 mm	45	meters			
2							
3							
4							
5							
6							
7							
8							
9							
10							
Remarks: For lift earthing use Purpose							
Prepared By		K.Narender Reddy		Approved by			
Sign. & Date		22-07-2021		Sign. & Date			

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

APPROVED
24 JUL 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE