PURCHASE DIVISION,
Advice for approval for credit to contractor

| | | | |
|---|---|---|---|
| Date: | 24/12/21 | Prepared by: | Honnu |
| WO no. | 83130 | WO date. | 30/11/21 |
| Contractor Name | Abdul Aziz | WO amount – A | 142,308/- |
| Firm/Company | MPPL | Project name | mayflower platinum |
| Nature of work | Gypsum false ceiling - plain | | |
| Villa/flat/block no. | part - 2 - 9th floor plain ceiling verticals | | |
| Request for payment date | 07/12/21 | Request for payment amount – B | 1,22,688/- |
| GST on bills – C | 22084/- | Total D = B + C | 144772/- |
| Work done from | 19/11/21 | Work done to | 04/12/21 |
| Sl. No | Bill No. | Bill date | Bill amount |
| 1. | 016 | 22/12/21 | 144772/- |
| 2. | | | |
| 3. | | | |
| 4. | | | |
| | | Amount E - Bills total | 144772/- |
| Amount F - Voucher payment amount F (D-E) – 40% labour charges, 40% allowance for consumables and 20% transport charges – or as per guidelines | | | – |
| Amount G - Other Credits : | | | – |
| Amount H - Other Debits : | | | – |
| Amount I - to be credited to the contractor (E+F+G-H) | | | 144,772/- |
| Amount J – Difference A-B (should be nil) | | | 19,620/- |
| Amount K – Difference D-E-F (should be nil) | | | – |
| Quantity received as per WO | | ☑ Yes □ Excess received □ Short received □ Explained below | |
| Difference between A & B acceptable | | ~~□ Yes □ No (explained below)~~ | |
| Excess / short material received | | ~~□ Approved - within acceptable limits □ No (explained below),~~ | |
| Close WO | | ☑ Yes □ No – wait for balance material □ No (explained below) | |
| Advance paid / PDC given (deduct when paying) | | ☑ Yes – **Rs. /-** □ No 71,154/- | |
| Payment – due date | | 03/01/22 | |
| Remarks: **Estimate and measurement sheet is enclosed. Please check advances and release the balance payment.** | | | |

| Approved by | Purchase Officer | Purchase Manager | Procurement Manager | M.D. | Accounts – receiver of bill | Accountants | Accounts Manager |
|---|---|---|---|---|---|---|---|
| Sign: | Honnu | | [signature] | | | | |
| Date | 24/12/21 | | 24/12/21 | | | | |

Notes: 1. In case amount to be credited to contractor 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 WOs upto Rs. 5,000/-, Purchase Manager and Procurement Manager to approve all bills from 5,000/- to 1,00,000/- 4. Attach JV, Office copy of WO, DCs and bills to this advice. 5. To be approved by accounts manager if value exceeds Rs. 10,000/- 6. MD to approve all bills above Rs. 1,00,000/-

ABDUL AZIZ

TAX INVOICE CASH / CREDIT

# ABDUL AZIZ

Cell : 9908194281
9182242690

**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 : rkdecorators@gmail.com

| | |
|---|---|
| Seller GST No.: 36AYAPA9482A2ZQ<br>Pan No. AYAPA9482A<br>Mode of Transport :<br>Product Reference No.<br>State : Telangana, State Code : 36 | Invoice No. : 016<br>Invoice Date :<br>Date of Supply : 22/12/2021<br>PO No. & Date : 83130 |
| **Details of Receiver / Billed to :**<br>Name : Modi Properties PVT LTD<br>Address :<br>Buyer GSTIN 36AABCM4761E1ZM<br>State Telangana Code 36 | **Details of Delivery Address :**<br>Name :<br>Address :<br>Buyer GSTIN<br>State Code |

| S.No. | NAME OF THE PRODUCT | HSN Code | Qty. | Unit Price | Taxable Value |
|---|---|---|---|---|---|
| 1 | Gypsum false ceiling part 2 9th floor coridor | 998391 | 3408 | 36 | 1,22,688/- |

SUMMIT SALES LLP R.R. DIST. IN WARD No: 88824 Date: 23/12 Sign:

| | |
|---|---|
| Total Invoice Amount : (Inwords) One lakh fourty four thousand Seven hundred Seventy two only | |
| Total Amount Before Tax | 1,22,688/- |
| Add CGST @ 9 % | 11,041.92 |
| Add SGST @ 9 % | 11,041.92 |
| Add IGST @ % | |
| Total Amount GST | 22,084 |
| Total Amount After Tax | 1,44,772 |
| GST Payable on Reverse Charge | |

Goods once sold will not be taken back.
Our responsibility ceases once delivery made.

For **ABDUL AZIZ**

TDI 60631

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

| | | | |
|---|---|---|---|
| Sl. No. – site bills register | 1033 | Date - site bills Register | 07/12/2021 |
| Company Name: | MPPL | Site: | May Flower Platinum |
| Name of Contractor | Abdul Aziz | | |
| Nature of work | False Ceiling | | |
| Work done | From Date 19/11/2021 | To Date | 4/12/2021 |

| Sl. No. | Villa/Flat/block no. | Qty. | Rate | Units | Amount | Contractors bill no |
|---|---|---|---|---|---|---|
| | False Ceiling work | | | | | |
| 1. | Part-2 - 9th floor | | | | | |
| 2. | plain ceiling | 2505 | 36/- | Sft | 90,180=00 | |
| 3. | Verticals | 903 | 36/- | Rt | 32,508=00 | |
| 4. | | | | | | |
| 5. | SubTotal | | | | 1,22,688=00 | |
| 6. | GST 18% | | | | 22,084=00 | |
| 7. | | | | | | |
| 8. | | | | | | |
| 9. | | | | | | |
| 10. | | | | | | |
| 11. | Total: | | | | 1,44,772=00 | |

| | | | |
|---|---|---|---|
| Bill required | ☑ YES ☐ NO. | GST bill required | ☑ YES ☐ NO. |
| Measurement & estimate sheet: | ☑ Required ☐ Not required | Measurement & estimate sheet: | ☑ Enclosed ☐ Not enclosed |
| PO/WO no. | 83130 | PO/WO date: | 30-11-2021 |

Remarks :

| Approved by Project Manager | Approved by Design Team | Approved by MD |
|---|---|---|
| Date: 7/12/2021 | Date: 10/12/21 | Date: 11 DEC 2021 |
| Sign: | Sign: Nagalaxmi | Sign: |

APPROVED BY
SOHAM MODI
MANAGING DIRECTOR

Notes: 1. This advice must be sent within 7 days of completing work. 2. This form can be used for submitting 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.

| | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| **MEASUREMENT SHEET** | | | | | Approved | | | | |
| Company Name: | | MPPL | | | | | | | |
| Project: | | May Flower Patinum | | | | | | | |
| Work Description: | | Corridor false ceiling part -2 - block 9th floor | | | | | | | |
| Name of the Contractor | | Abdul Aziz | | | | | | | |
| Prepared By | | K. Narender Reddy | | | | | | | |
| Date: | | 07-12-2021 | | | | | | | |
| | | | 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** |
| | **Corridor false ceiling part -2 - block 9th floor** | | | | | | | | |
| 1 | corridor false ceiling | B4 corridor | 36.00 | 7.00 | 1.00 | 1.00 | 252 | sft | |
| | | B-3 corridor | 15.00 | 7.00 | 1.00 | 1.00 | 105 | sft | |
| | | B3-3 to C-6 corridors | 80.00 | 9.00 | 1.00 | 1.00 | 720 | sft | |
| | | C-5 corridor | 43.00 | 7.00 | 1.00 | 1.00 | 301 | sft | |
| | | C-1 & C4 | 35.00 | 18.00 | 1.00 | 1.00 | 630 | sft | |
| | | C-2 & C-3 | 55.00 | 7.00 | 1.00 | 1.00 | 385 | sft | |
| | | C-BLOCK lobby | 14.00 | 8.00 | 1.00 | 1.00 | 112 | sft | |
| | | | | | | | | | 2505 |
| | | verticals | 903.00 | 1.00 | 1.00 | 1.00 | 903 | Rft | |
| | | | | | | | | | 903 |
| | | | | | | | | | |

| ESTIMATE SHEET | | | | | | Approved | |
|---|---|---|---|---|---|---|---|
| Company Name: | | MPPL | | | | | |
| Project: | | May Flower Patinum | | | | | |
| Work Description: | | Corridor false ceiling part -2 - block 9th floor | | | | | |
| Name of the Contractor | | Abdul Aziz | | | | | |
| Prepared By | | K. Narender Reddy | | | | | |
| Date: | | 07-12-2021 | | | | | |
| | | | | | | | |
| **S No.** | **Item Head** | **Item Description** | **Quantity** | **Units** | **Rate** | **Amount** | **Item Head Total** |
| | **Corridor false ceiling part -2 - block 9th floor** | | | | | | |
| 1 | Designer false ceiling | Gypsum ceiling | 2,505.00 | sft | 36.00 | 90,180.00 | |
| | | Verticals | 903.00 | rft | 36.00 | 32,508.00 | |
| | | | | | | | 122688 |
| | | | | | | | 22084 |
| | | GST | | | | | |
| | | **Total** | | | | | **144772** |
| | | | | | | | |
| | | | | | | | |
| | **Amount in words - One Lakh Fourty Four Thousand Seven Hundred and Seventy Two Rupees only** | | | | | | |

# Purchase Order

83130
25.11.21 3:45:34

 30-11-2021 16:08:04

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** | | | |
|---|---|---|---|
| Abdul Aziz | **Doc No** | 83130 | 178206 |
| #14-1-96/3/B, Allapur, Borabanda, Hyderabad - 500018 | **Doc Date** | 30-11-2021 | |
| | **Quote No** | Nil | |
| **GSTIN** 36AYAPA9482A2ZQ | **Quote Date** | 19-07-2021 | |
| 9908194281 | **SupplyType** | Supply And Installation | |

**Kind Attn : Mr. Abdul Aziz**

Purchase Order for the Supply of following Items.

| | Item Name | Qty | Rate | Dis% | GST | Amount |
|---|---|---|---|---|---|---|
| 1 | 6022 - Miscellaneous - False Ceiling - NA - sft<br>*Gypsum False Ceiling - Plain* | 3,350.00 | 36.00 | 0.00 | 18.00 | 142,308.00 |
| | | | **Total Order Value . . .** | | | **142,308.00** |

Rupees : One Lakh(s) Fourty Two Thousand Three Hundred Eight Only.

Terms and Conditions :-

| | |
|---|---|
| **Specification / Brand** | Above rate as per guideline cir.no.852(E) dtd. 19-07-2021 issued by our M.D. and accepted by contractor. Above rates are inclusive of all. |
| **Payment Terms** | 50% advance at the time of PO, balance on completion of work. |
| **Tax** | All taxes included in above price. |
| **Delivery Date** | Within 7days. |
| **Delivery Location** | May Flower Platinum<br>Sy 82/1, Mallapur, Nacharam.<br>Phone. 7680971999 |
| **Penality For Delay** | Bills must be submitted to H.O. within 30 days of completion of work. 10% plty 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** | Rs. 71,154/- to be pay vide cheque no. , dt. |
| **Other Terms** | We reserve the right to reject items not conforming to quality and specifications. Above order for Part 2 9th floor corridor false ceiling 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 : ____________

Name : ____________

Accepted the above Terms And Conditions
For ***Abdul Aziz***

Date : __/__/____

1483

# Requisition Form

| | | | |
|---|---|---|---|
| Company Name: | Modi Properties Pvt Ltd | Date: | 29-11-2021 |
| Site & Phase : | May Flower Platinum | Time: | 16:45 |
| Supplier | Aziz | Req.No. | 178206 |
| Material required before date: 01-12-2021 | | ID No. | 71598 |

| No | Description | Size | Quantity | Units | Inward No | Date |
|---|---|---|---|---|---|---|
| 1 | False ceiling | | 3350 | sft | | |
| 2 | | | | | | |
| 3 | | | | | | |
| 4 | | | | | | |
| 5 | | | | | | |
| 6 | 83180 | | | | | |
| 7 | | | | | | |
| 8 | | | | | | |
| 9 | | | | | | |
| 10 | | | | | | |

Remarks: towards part 2- 9th floor corridor false ceiling work.

| | | | |
|---|---|---|---|
| Prepared By | K.Narender Reddy | Approved by | S.V.Subba Reddy |
| Sign.& Date | 29-11-2021 | Sign. & Date | |

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

APPROVED
30 NOV 2021
P. PRABHAKAR
MANAGER PURCHASE