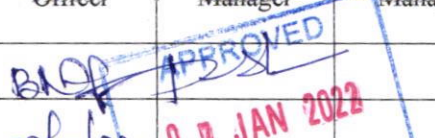


PURCHASE DIVISION  
Advice for approval for credit to supplier

H10.

Date:	02/01/22		Prepared by:	B. N. ANDINI			
PO/WO no.	83715		PO / WO Date.	18/12/21			
Supplier Name	Elegant Enterprises.		PO/WO amount	4455.68/-			
Firm/Company	MPL		Project	May flower platinum.			
Sl. No.	Bill No.	Bill Date	Bill amount				
1	0445	20/12/21	2228/-				
2	0447	21/12/21	2228/-				
3							
4							
Amount A – Bills total(Excluding Transport & Hamali Charges):			4455/-				
Sl. No.	DC No.	DC. Date	MRN No.	DC matches MRN			
1.	/	/		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
2.	/	/		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
3.				<input type="checkbox"/> Yes <input type="checkbox"/> No			
Amount B –Other Credits : Transportation charges			-				
Amount C –Other Debits :			-				
Amount D (D=A+B-C) – Amount to be credited to the supplier:			4455/-				
Amount E – PO / WO value:			4455.68/-				
Amount F – Difference (A – E): GST-18%			-				
Quantity received as per PO /WO		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> Excess received <input type="checkbox"/> Short received <input type="checkbox"/> Other (explained below)					
Is difference between PO / Bill acceptable?		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (explained below)					
Excess / short material received		<input checked="" type="checkbox"/> Approved – within acceptable limits <input type="checkbox"/> No (explained below)					
Close PO / W?O		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No – wait for balance material <input type="checkbox"/> No (explained below)					
Advance paid / PDC given (deduct when paying)		<input type="checkbox"/> Yes – Rs. _____ /- <input checked="" type="checkbox"/> No					
Payment – due date		10/01/22					
Remarks: Po can be closed							
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
Date	02/01/22						

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



83715

15.12.21 11:28:55

Page(s) 1 Of 1

21-12-2021 11:05:00 AM

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.

**GSTIN** 36AJBPK0412E1ZY  
66385358

9985113450/9885073880

<b>Doc No</b>	83715	183317
<b>Doc Date</b>	18-12-2021	
<b>Quote No</b>	NIL	
<b>Quote Date</b>	07-12-2021	
<b>SupplyType</b>	Supply	

**Kind Attn : Mr.Gaurang Kadakia/Mahesh Kadakia**

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 4668 - Electrical - other - Wall mounted fan - other - nos 300mm- crompton wall mounted	2.00	1,888.00	0.00	18.00	4,455.68
<b>Total Order Value . . .</b>					<b>4,455.68</b>

Rupees : Four Thousand Four Hundred Fifty Five and Paise Sixty Eight Only.

## Terms and Conditions :-

**Specification /** All item shall be of 'CG' brand,

**Payment Terms** After Delivery & Production of bill.

**Tax** All taxes included in above price.

**Delivery Date** Next day.

**Delivery Location** Mr.Soham Modi  
Plot No.280, Road No.25, Road Opposite Spicy Venue Restaurant, Jubilee Hills, Hyd - 37  
Phone. 040-23545772

**Penalty For Delay** Nil

**Transportation** Transport cost shall be borne by us.

**Warranty** 2 years comprehensive warranty.

**Advance Paid** Nil

**Other Terms** We reserve the right items not confirming to qlty & specs. Above order for plot 280 work purpose.

**Completion Date** Nil

**Measurment** Nil

**Security** Nil

**Remarks** Original invoice + Copy of proof of delivery is required to process invoice for payment. DO NOT send original invoice to site. Original invoice must be sent to HO office or purchase site office. Proof of delivery/DC can be sent by email.

For **Modi Properties Pvt.Ltd.**

Authorised Signatory

Name : \_\_\_\_\_

Accepted the above Terms And Conditions

For **Elegant Enterprises**

Name : \_\_\_\_\_

Date : \_\_\_/\_\_\_/\_\_\_

B  
Requisition Form

1528

Company Name:		MPPL	Date:		07-12-2021	
Site & Phase :		PLOT 280	Time:		10:30 PM	
Supplier			Req. No.		183317	
Material required before date:		Urgent	ID No.		71877	
No	Description	Size	Quantity	Units	Inward No	Date
1	Crompton wall mounted fans (small)	-	02	Nos		
2						
3						
4						
5						
6						
7						
8						
9						
10						
Remarks : FOR PLOT 280 WORK purpose.						
Prepared By		Meenakshi. N	Approved by			
Sign.& Date		07- 12-2021	Sign. & Date			

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

  
**APPROVED**  
**09 DEC 2021**  
 P. PRABHAKAR  
 Sr. MANAGER PURCHASE