

PURCHASE DIVISION
Advice for approval for credit to supplier

③

Date: 24/1/22		Prepared by: [Signature]		Serial no. - 661856	
Supplier name: [Signature]		Project: MPL		HO inward no.	
Firm/Company: MPL		PO/WO No. 84399		HO received date	
PO/WO date: 14/1/22		Scan ID.			

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	0484	12/1/22	9930.00	☒ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A - Bills total (Excluding Transport & Hamali Charges):		9930.00
Proof of delivery by way of: ☒ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report		
MRN nos.: 102429	Proof of delivery matches MRN	☒ 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:		9930.00
Amount E - PO / WO value:		9929.70
Amount F - Difference (A - E):		
Quantity received as per PO / WO	☒ Yes ☐ Excess received ☐ Short received ☐ Part received	
Close PO / WO	☒ Yes ☐ No - wait for balance material ☐ Other	
Payment - due date	30/1/22	
Remarks:		

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		[Signature]			
Sign:		[Signature]			
Date					
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

Notes: 1. In case amount to be credited to supplier and the bills total does not match, accountants to prepare JV for debit or credit. 2. This set should only have 5 documents i.e., advice to credit to supplier, original bill, proof of delivery, original purchase order with barcode, original requisition. 3. Do not attach additional documents like weighment slips, RMC batch reports, duplicate documents, Eway bills, test reports, etc. 4. In Amount A, exclude transport, Hamali charges, etc., and instead include in Amount B. 5. This report must reach HO within one working day of approval by purchase officer/purchase manager.

Purchase Order

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17-01-2022 10:42:46 AM

Orig



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, Secunderabad-500003.

GSTIN 36AJBPK0412E1ZY

66385358

9985113450/9885073880

Doc No	84399	178309
Doc Date	14-01-2022	
Quote No	NIL	
Quote Date	10-01-2022	
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 4798 - Electrical - other - FP Isolator - NA - nos 100Amps	5.00	950.00	0.00	18.00	5,605.00
2 4798 - Electrical - other - FP Isolator - NA - nos 63Amps	5.00	733.00	0.00	18.00	4,324.70
Total Order Value . . .					9,929.70

Rupees : Nine Thousand Nine Hundred Twenty Nine and Paise Seventy Only.

Terms and Conditions :-

Specification / All items shall be of 'Wipro' brand,

Payment Terms After Delivery & Production of bill

Tax Inclusive of all taxes

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 10 years warranty.

Advance Paid Nil

Other Terms We reserve the right to reject items not conforming to quality and specifications. Payment as per actual receipt of material. Above order for Stock replenishing 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**

Date : __/__/__

Requisition Form

Company Name:	Modi Properties Pvt Ltd	Date:	10.01.2022
Site & Phase :	May Flower Platinum	Time:	12:18
Supplier		Req.No.	178309
Material required before date:	13.01.2022	ID No.	72801

No	Description	Size	Quantity	Units	Inward No	Date
1	4-Pole Isolater	100 Amps	05	No's		
2	4-Pole Isolater	63 Amps	05	No's	575	
3						
4						
5						
6						
7						
8						
9						
10						

Remarks: Towards Common areas power connections work Purpose.

Prepared By	R.Ashok	Approved by	S.V.Subba Reddy
Sign.& Date	10.01.2022	Sign. & Date	

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

