

PURCHASE DIVISION
Advice for approval for credit to supplier

Date: 28/1/22		Prepared by: Sneha		Serial no.: - 001967	
Supplier name: Prateel Sanitary		HO inward no.:			
Firm/Company: Medel + Housing Pvt		Project: sov part II		HO received date:	
PO/WO date: 5/1/22		PO/WO No.: 84254		Scan ID:	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	PS/21-22/917	6/1/22	23,930	☒ Yes ☐ No
2.			21806/-	☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A - Bills total (Excluding Transport & Hamali Charges):			21806/-
Proof of delivery by way of: ☐ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report			
MRN nos.:	Proof of delivery matches MRN		☐ Yes ☐ No
Amount B - Other Credits : Transportation charges			1800 + 18 %
Amount C - Other Debits :			2124/-
Amount D (D=A+B-C) - Amount to be credited to the supplier:			23,930/-
Amount E - PO / WO value:			21806.40/-
Amount F - Difference (A - E):			2123.6/-
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		7/2/22	
Remarks: final bill -			

Approved by	Purchase Officer	Purchase Manager	MD	Accountant	Accounts Manager
Name:	Sneha				
Sign:	Sneha				
Date	28/1/22				
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 weightment 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.

(ORIGINAL FOR RECIPIENT)



Purchase Order

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05-01-2022 4:21:57 PM



5:44:07

From Company : **Modi Housing Pvt.Ltd**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36AADCM5906D2Z0

Supplier Details			
Praful Sanitary 3-6-138/5, Himayat Nagar, Hyderabad. GSTIN 36ACWPG864A1ZG 40077300 65526886. 9849624797	Doc No	84254	185102
	Doc Date	05-01-2022	
	Quote No	NIL	
	Quote Date	31-12-2021	
	SupplyType	Supply	

Kind Attn : Mr. Ashish Gupta

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 7145 - Plumbing - other - Manhole sq. covers - - other - nos 22" x 22"-Frame, 18" x 18"-Cover- 3 to 6 tones	30.00	650.00	20.00	18.00	18,408.00
2 7160 - Plumbing - other - RCC gully trap cover - 12 In x9 In x1 In - nos	30.00	120.00	20.00	18.00	3,398.40
Total Order Value . . .					21,806.40
Rupees : Twenty One Thousand Eight Hundred Six and Paise Fourty Only.					

Terms and Conditions :-

Specification /	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	Next Day.
Delivery Location	Silver Oak Villas Part III Sy .No.11,12,14,15,16,17,18 , 294 Phone. 0
Penalty For Delay	Nil
Transportation	Extra.
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for Water and Eelectrical manhole on footpaths for villa no- 101 to 107 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 Housing Pvt.Ltd**

Authorised Signatory

Name :

Accepted the above Terms And Conditions

For **Praful Sanitary**

Name :

Date : _/_/

Requisition Form - Manhole Covers											
Company		MHPLSOV		Site & Phase		SOV					
Req. no.		185102		Req. Date		31-12-2021					
Material required before		05-01-2022		ID no.		72580					
Prepared by:		K.Purshotham		Approved by (sign):							
Flat / Block no:		Water & Electrical Manhole on Footpaths purpose. villa no 101 to 107									
Type A 1210 Sft 3BHK Order		0 Flats									
Type B 1010 Sft 2BHK Order		0 Flats									
S No.	Item Description	Frame Size	Cover Size	Weight in Tons	Usage Type	Quantity required	Qty Available at site	Balance Qty to be ordered	Units in Nos	Inward No	Date
1	RCC Square Cover	32" X 32"	28" X 28"	10	On Main Roads	-	-	-	Nos		
2	RCC Square Cover	24" X 24"	20" X 20"	25	On Main Roads	-	-	-	Nos		
3	RCC Square Cover	30" X 30"	24" X 24"	6	Ducts & Footpaths	-	-	-	Nos		
4	RCC Square Cover	24" X 24"	20" X 20"	6	Ducts & Footpaths	-	-	-	Nos		
5	RCC Square Cover	22" X 22"	18" X 18"	3 to 6	Elec/water Manholes on footpath	30	-	30	Nos		
6	RCC Square Cover	22" X 22"	18" X 18"	10	Elec/water Manholes on Driveways	-	-	-	Nos		
7	RCC Round Cover	24" X 24"	20" X 20"	25	General Use/Drainage,water Supply Open	-	-	-	Nos		
8	RCC Round Cover	24" X 24"	20" X 20"	10	General Use/Drainage,water Supply Stilt floor	-	-	-	Nos		
9	RCC Round Cover	24" X 24"	20" X 20"	3 to 6	General use in Footpath,Children Parks	-	-	-	Nos		
10	RCC Gulli Trap	14" X 11"	9" X 12"	-	In Gulli Traps in Stilt Floor	30	-	30	Nos		
Total							-	30	-	-	

84254.

(DUPLICATE FOR TRANSPORTER)

Invoice No. PS/21-22/ 917	Dated 6-Jan-22
Delivery Note Invoice	
Reference No. & Date.	Other References 9502177288
Buyer's Order No. 84252	Dated 5-Jan-22
Dispatch Doc No. Invoice	Delivery Note Date 6-Jan-22
Dispatched through Goods Vehicle	Destination Cherlapally