

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	4/2/22	Prepared by	T.D. Muneer	Serial no.	2456
Supplier name	Elegant Surprises	HO inward no.			
Firm/Company	ENDC	Project	119, 191 Square 1	HO received date	
PO/WO date	20/10/21	PO/WO No.	81296	Scan ID:	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	0333	25/10/21	13,924-00	☒ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount A – Bills total (Excluding Transport & Hamali Charges): 13,924-00

Proof of delivery by way of: ☒ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report

MRN nos.:	98418	Proof of delivery matches MRN	☒ Yes ☐ No
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Amount B – Other Credits : Transportation charges -

Amount C – Other Debits : -

Amount D (D=A+B-C) – Amount to be credited to the supplier: 13,924-00

Amount E – PO / WO value: 13,924-00

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 2/2/22

Remarks: Noc taken from accountant, copy attached.

Approved by	Purchase Officer	Purchase Manager	MD	Accountant	Accounts Manager
Name:	T.D. Muneer				
Sign:					
Date	04 FEB 2022				
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.

Re: NOC - Reg. GVDC site.

From: Sangeetha (sangeetha@modiproperties.com)

To: murthy@modiproperties.com

Date: Friday, February 4, 2022, 04:34 PM GMT+5:30

Murthy,

NOC for the below PO.

78149 : Bill not Received

81861: Bill not Received

81651: Bill not Received

81896: Bill not Received

76744: Bill Received

Regards,

Sangeetha G

Manager Accounts | +91 96665 93972 | sangeetha@modiproperties.com

Modi Properties Pvt. Ltd. | www.modiproperties.com

5-4-187/ 3 & 4, M G Road, Secunderabad - 03 | +91 40 66335551

Don't just buy a flat or villa! Buy a great lifestyle!

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On Friday, February 4, 2022, 04:16:30 PM GMT+5:30, D Murthy <murthy@modiproperties.com> wrote:

Sangeetha,

Please confirm either invoice received as per purchase order or not.

Kindly give the NOC.

Regards,

T Dakshina Murthy

Purchase Officer | +91 95022 88044 | purchase@modiproperties.com

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Purchase Order

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04-02-2022 15:44:47

Original / Office Copy / Purchase Div.Copy

From Company : **G V Discovery Center Pvt Ltd**
5-4-187/3&4, II nd Floor, Soham Mansion ,MG Road, Secunderabad-50003
G S T No. : 36AAHCG4940K1ZC

Supplier Details			
Elegant Enterprises 5-4-187/7/3, Karbala Maidan, M.G.Road, Secunderbad-500003. GSTIN 36AJBPK0412E1ZY 66385358 9985113450/9885073880	Doc No	81896	13374
	Doc Date	20-10-2021	
	Quote No	NIL	
	Quote Date	14-10-2021	
	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 4691 - Electrical - wires - Al Armored cable - NA - mtrs 4 core x 10sq.mm	100.00	118.00	0.00	18.00	13,924.00
Total Order Value . . .					13,924.00

Rupees : Thirteen Thousand Nine Hundred Twenty Four Only.

Terms and Conditions :-

Specification / Brand	As per details given in the quotation.
Payment Terms	Against Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	Next Day.
Delivery Location	119, 191 Synergy Square 1
	-
	Phone. -
Penalty For Delay	Nil
Transportation Cost	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, Above order is for slab connection (191 block) purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	nil

For **G V Discovery Center Pvt Ltd**

Authorised Signatory

Name : _____

Accepted the above Terms And Conditions

For **Elegant Enterprises**

Name : _____

Date : __/__/__

Requisition Form

Company Name:		G. V. Discovery Centre		Date:		14.10.2021	
Site & Phase :		SYNERGY 119,191		Time:		11:00 Hrs	
				Req. No.		13374	
Material required before date:		Urgent		ID No.			

No	Description	Size	Quantity	Units	Inward No	Date
1	Cable wire	10 sq mm	100	meters		
3	mcb	10 amps	10	nos		
4	wire	7/20	1	Bundle		
5						
6						
7						
8						
9						

Remarks:- for slab connections purpose.(191 block)

Prepared By:	Vineetha reddy	Approved by	K.Narsing rao (for G. Rajesh babu)
Sign. & Date	14.10.2021	Sign. & Date	14.10.2021

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