PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	5/2/22	Prepared by	T.D. Mulley	Serial no.	...2171
Supplier name	Yousuf Ali			HO inward no.	
Firm/Company	MPEL	Project	MPL	HO received date	
PO/WO date	12/11/21	PO/WO No.	82612	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	355	4/2/22	49,489-00	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	49,489-00

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	–
Amount C – Other Debits :	–
Amount D (D=A+B-C) – Amount to be credited to the supplier:	49,489-00
Amount E – PO / WO value:	1,07,432-00
Amount F – Difference (A – E):	– 57,943-00
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	14/2/22

Remarks: Short received and P.O. Closed. Estimate and Measurement sheet is enclosed.

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	T.D. Mulley				
Sign:	[signature]	[signature] 05 FEB 2022			
Date	5/2/22				
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 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.

TAX INVOICE Cell: 9885864330

YOUSUF ALI INTERIORS

Spl.in Gypsum False Ceiling, Gypsum Partition, Pvc False Ceiling, Grid Ceiling, Thermocol, Boarders, Flowers & etc, All types of False Ceiling Work is done

2-2-50/A/1, Rahat Nagar, Amberpet, Hyderabad, Telangana - 500 013.

GSTIN : 36AFBPY 8773N1ZE

M/s. MOD Properties. PVT LTD

Address: Hyderabad.

Phone:

GSTIN: 36AABCM4761E1ZM

Invoice No. 355 Date : 04/02/2022

P.o. No. 82612 Date :

S.No.	PARTICULARS	HSN Code	Quanity	Rate	Amount
	Plane false ceiling work Club House 7th. flore				
1	Plane false ceiling	—	905	36	32580
2	Vertical. —	—	260	36	9360

Total Amount Before Tax		41940=00
CGST	% 9	3774=50
SGST	% 9	3774=50
IGST	% —	—
Grand Total		49489=00

SUMMIT SALES LLP R.R. DIST. IN WARD No: 90585 Date: 5/2 Sign: L

For **YOUSUF ALI**

Authorized Signatory

Purchase Order

82612
12.11.21 5:07:43

 12-11-2021 17:36:10

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			
Mr. Yousuf Ali	**Doc No**	82612	178154
#2-2-50/A/1, Rahat Nagar, Amberpet, Hyderabad - 500013	**Doc Date**	12-11-2021	
	Quote No	Nil	
GSTIN 36AFBPY8773N1ZE	**Quote Date**	19-07-2021	
9885864330	**SupplyType**	Supply And Installation	

Kind Attn : Mr. Yousuf Ali

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	6022 - Miscellaneous - False Ceiling - NA - sft *Gypsum False Ceiling - Plain*	2,529.00	36.00	0.00	18.00	107,431.92
					Total Order Value . . .	**107,431.92**

Rupees : One Lakh(s) Seven Thousand Four Hundred Thirty One and Paise Ninty Two 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 2days.
Delivery Location	May Flower Platinum Sy 82/1, Mallapur, Nacharam. 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. 53,716/- 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 6th floor Club House 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
14/11/2021
Name : ____________

Name : ____________

Accepted the above Terms And Conditions
For *Mr. Yousuf Ali*

Date : __/__/____

C444

Requisition Form

Company Name:	Modi Properties Pvt Ltd	Date:	08-11-2021
Site & Phase :	May Flower Platinum	Time:	16:45
Supplier	Yousuf Ali	Req.No.	178154
Material required before date: 11-11-2021		ID No.	71035

No	Description	Size	Quantity	Units	Inward No	Date
1	False ceiling		2529	sft		
2						
3						
4						
5						
6						
7						
8						
9						
10						

82612

APPROVED
12 NOV 2021
MINISH PARIKH
MANAGER PROCUREMENT

Remarks: towards 6th floor club house false ceiling work.

Prepared By	K.Narender Reddy	Approved by	S.V.Subba Reddy
Sign.& Date	08-11-2021	Sign. & Date	

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

FQ : 66855

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

Sl. No. – site bills register	1107	Date - site bills Register	31/01/2022
Company Name:	MPPL	Site:	May Flower Platinum
Name of Contractor	Yousuf Ali		
Nature of work	False Ceiling		
Work done	From Date 20/12/2021	To Date	12/01/2022

Sl. No.	Villa/Flat/block no. Club house 7th floor	Qty.	Rate	Units	Amount	Contractors bill no
1.	false ceiling					
2.	plain ceiling	905	36/-	sft	32,580=00	
3.	verticals	260	36/-	sft	9,360=00	
4.						
5.	Sub Total				41,940=00	
6.	GST 18%				7,549=00	
7.						
8.						
9.						
10.						
11.	Total:				49,489=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.	82612	PO/WO date:	12/11/2021

Remarks :

Approved by Project Manager	Approved by Design Team	Approved By M.D.
Date: 31/01/2022	Date: 01/02/22	Date: 02 FEB 2022
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 certifying labour bills, 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		MPPI							
Project		May Flower Patinum							
Work Description		False Ceiling Work at club house 7th floor							
Name of the Contractor		Yousuf Ali							
Prepared By		K. Narender Reddy							
Date		31-01-2022							
			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
	False Ceiling Work at club house 7th floor								
1	False ceiling at club house	Club house 7th floor	33.00	18.00	1.00	1.00	594	sft	
			13.00	3.00	1.00	1.00	39	sft	
			6.00	4.00	1.00	1.00	24	sft	
			15.00	10.00	1.00	1.00	150	sft	
			7.00	7.00	1.00	2.00	98	sft	
									905
		Verticals	260.00	1.00	1.00	1.00	260	rft	
									260