PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	4/2/22	Prepared by	Prabhakar	Serial no.	2418
Supplier name	~~Kumar Sales~~ Sri Balaji Enterprises			HO inward no.	
Firm/Company	MPPL	Project	MPL	HO received date	
PO/WO date	20/1/22 ~~15/11/21~~	PO/WO No.	84213 ~~82605~~	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	~~21685177~~	~~24/1/22~~	~~35,244.24~~	☑ Yes □ No
2.		3/2/22	3387-00	□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	3387-00

Proof of delivery by way of ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report

MRN nos.:	103213	Proof of delivery matches MRN	☑ Yes □ No

Amount B –Other Credits : Transportation charges	1180-00
Amount C –Other Debits :	—
Amount D (D=A+B-C) – Amount to be credited to the supplier:	4567-00
Amount E – PO / WO value:	3140-39
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	8/2/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		Prabhakar			
Sign:		[signature]			
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.

Authorized Signatory

INWARD	
Inward No: 18674	Dt: 3/2/22
MRN No: 103213	Dt:
Received By:	Sign:
MODI PROPERTIES PVT. LTD. Sy.No. 82/1.	

Tax Invoice

SRI BALAJI ENTERPRISES

14-1-418, NEAR ROCKET GROUND
NEW AGHAPURA HYDERABAD
500001 T.S
Phone no.: 9030605690
Email: seetaram.joshi@yahoo.com
GSTIN: 36AEIPJ0494H1ZF
State: 36-Telangana

Invoice No. **177**	Date **03-02-2022**
Place of supply **36-Telangana**	PO date **20-01-2022**
PO number **84713**	Vehicle Number **TS13UB-5675**

Bill To

MODI PROPERTIES PVT LTD

5-4-187/3&4, 2 nd Floor,
MG Road, Secunderabad - 03

Contact No.: 9502277299

GSTIN Number: 36AABCM4761E1ZM

State: 36-Telangana

Ship To

May Flower Platinum
Sy 82/1 Mallapur Nacharam
(R.R.DST) Pin cod -500076

#	Item name	HSN/ SAC	Size	Quantity	Unit	Price/ Unit	GST	Amount
1	Masonite 2 pnl door (81X30 STD SIZE)	4418	81X28	2	NOS	₹ 1,435.00	₹ 516.60 (18%)	₹ 3,386.60
2	CARTAGE			1	-	₹ 1,000.00	₹ 180.00 (18%)	₹ 1,180.00
	Total			**3**			**₹ 696.60**	**₹ 4,566.60**

Invoice Amount In Words

Four Thousand Five Hundred Sixty Seven Rupees only

Amounts:

Sub Total	₹ 4,566.60
Round off	₹ 0.40
Total	**₹ 4,567.00**
Received	₹ 0.00
Balance	₹ 4,567.00

HSN/ SAC	Taxable amount	CGST		SGST		Total Tax Amount
		Rate	Amount	Rate	Amount	
	₹ 1,000.00	9%	₹ 90.00	9%	₹ 90.00	₹ 180.00
4418	₹ 2,870.00	9%	₹ 258.30	9%	₹ 258.30	₹ 516.60
Total	**₹ 3,870.00**		**₹ 348.30**		**₹ 348.30**	**₹ 696.60**

Terms and conditions:

Thanks for doing business with us!

Company's Bank details:

Bank Name: KOTAK MAHINDRA BANK LIMITED, HYDERABAD - NAMPALLY

Bank Account No.: 4312001151

Bank IFSC code: KKBK0000553

Account Holder Name: SRI BALAJI ENTERPRISES

INWARD No. 10582 Date 3/2 Sign. R.R. DIST.

For, SRI BALAJI ENTERPRISES

Authorized Signatory

SRI BALAJI ENTERPRISES SBE HYD.

INWARD	
Inward No 18674	Dt: 3/2/22
MRN No: 103213	Dt:
Received By:	Sign: Nijsam
MODI PROPERTIES PVT. LTD. Sy.No. 82/1	

Purchase Order

84713 .Copy

08.01.22 11:53:28

 20-Jan-22 1:18:51 PM

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			
Sri Balaji Enterprises	**Doc No**	84713	178323
H,no.14-1-418, Near ROCKET Ground,New Aghapura Hyderbad-500001	**Doc Date**	20-01-2022	
	Quote No	Nil	
GSTIN 36AEIPJ0494H1ZF	**Quote Date**	20-01-2022	
9030605690	**SupplyType**	Supply	

Kind Attn : Mr.Seetaram Joshi

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	2007 - Carpentry - doors - Flush Door - 30mm - other - sft *55"X82"- Double door*	31.31	85.00	0.00	18.00	3,140.39
					Total Order Value . . .	**3,140.39**

Rupees : Three Thousand One Hundred Fourty and Paise Thirty Nine Only.

Payment Terms	After delivery
Tax	Included in the above prices
Delivery Date	With in 4-5 days
Delivery Location	May Flower Platinum Sy 82/1, Mallapur, Nacharam. Phone. 7680971999
Penality For Delay	Nil
Transportation Cost	Nil
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications, Above order is for Swimming pool filtaration room, 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 invoices must be sent to HO office or purchase site office. Proof of delivery/DC can be sent by email.'

20 JAN 2022

SOHAM MODI
MANAGING DIRECTOR

For MDs APPROVAL

- ☐ High Value/quantity beyond limits.
- ☐ Po/Req. processed-post approval.
- ☐ Approval for technical details/clarification.
- ☐ Replenishing SSLLP stock
- ☑ Other

Size different

For ***Modi Properties Pvt.Ltd.***

Authorised Signatory

Name : ____________________

Accepted the above Terms And Conditions

For ***Sri Balaji Enterprises***

Name : ____________________

Date : __/__/____

Requisition Form

Company Name:	Modi Properties Pvt Ltd	Date:	18.01.2022
Site & Phase :	May Flower Platinum	Time:	15:50
Supplier		Req.No.	178323
Material required before date:	21.01.2022	ID No.	73083

No	Description	Size	Quantity	Units	Inward No	Date
1	Panel/Flush double doors	55"x82"	1	Nos		
2	(As per MD sir approval)					
3						
4						
5	84713		APPROVED BY 20 JAN 2022 SOHAM MODI MANAGING DIRECTOR			
6						
7						
8						
9						
10						

Remarks: Towards Swimming pool filtration room use purpose

Prepared By	B.Nandini	Approved by	S.V.Subba Reddy
Sign.& Date	18.01.2022	Sign. & Date	

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

APPROVED 20 JAN 2022 P. PRABHAKAR Sr. MANAGER PURCHASE