PURCHASE DIVISION
Advice for approval for credit to supplier

(E)

Date:	08/02/2022	Prepared by	Ramya	Serial no.	2566
Supplier name	Sri Balaji Enterprises			HO inward no.	
Firm/Company	MMRS LLP	Project	Timmapur	HO received date	
PO/WO date	11-12-2021	PO/WO No.	83548	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	153	22.12.2021	29,677.00	☑ Yes □ No
2.			/	□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	29.677.
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	
MRN nos.: 1032	Proof of delivery matches MRN ☑ Yes □ No
Amount B –Other Credits : Transportation charges	2714.00
Amount C –Other Debits :	—
Amount D (D=A+B-C) – Amount to be credited to the supplier:	29,677.00
Amount E – PO / WO value:	26,963.00
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	14/02/2022
Remarks:	Final Bill -

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Ramya	Prabhakar			
Sign:	[signature]	[signature]			
Date	08.02.2022	APPROVED 08 FEB 2022 P. PRABHAKAR SR. MANAGER PURCHASE			
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

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. **153**	Date **22-12-2021**
	Place of supply **36-Telangana**	PO date **11-12-2021**
	PO number **83548**	Vehicle Number **TS13UC-1278**

Bill To

MEHTA & MODI REALITY SURYAPET LLP

5-4-187/3 & 4, 2 FLOOR M.G.ROAD SECUNDERABAD-500003

Contact No.: 9502277299

GSTIN Number: 36ABLFM7631F1Z3

State: 36-Telangana

Ship To

TIMMAPUR

#	Item name	HSN/ SAC	Size	Quantity	Unit	Price/ Unit	GST	Amount
1	FLUSH DOOR 30MM (72X32)	4418	72X32	5	NOS	₹ 1,280.00	₹ 1,152.00 (18%)	₹ 7,552.00
2	WPC Door Frame(2+1)4x2.50	3925	7 FIT X3.50	5	NOS	₹ 3,290.00	₹ 2,961.00 (18%)	₹ 19,411.00
3	CARTAGE			1	-	₹ 2,300.00	₹ 414.00 (18%)	₹ 2,714.00
	Total			**11**			**₹ 4,527.00**	**₹ 29,677.00**

Invoice Amount In Words

Twenty Nine Thousand Six Hundred Seventy Seven Rupees only

Amounts:

Sub Total	₹ 29,677.00
Total	**₹ 29,677.00**
Received	₹ 0.00
Balance	₹ 29,677.00

HSN/ SAC	Taxable amount	CGST		SGST		Total Tax Amount
		Rate	Amount	Rate	Amount	
	₹ 2,300.00	9%	₹ 207.00	9%	₹ 207.00	₹ 414.00
3925	₹ 16,450.00	9%	₹ 1,480.50	9%	₹ 1,480.50	₹ 2,961.00
4418	₹ 6,400.00	9%	₹ 576.00	9%	₹ 576.00	₹ 1,152.00
Total	**₹ 25,150.00**		**₹ 2,263.50**		**₹ 2,263.50**	**₹ 4,527.00**

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

For, SRI BALAJI ENTERPRISES

Authorized Signatory

SRI BALAJI ENTERPRISES SBE HYD.

SUMMIT SALES LLP R.R. DIST.
IN WARD
No: 89122
Date: 31/12
Sign:

INWARD
Inward No:
Dt: 22/12/21
MRN No 1032
Dt:
Received By: Mish
Sign:
MEHTA & MODI REALTY SURYAPET LLP

Purchase Order

 14-Dec-21 1:10:17 PM

83548
09.12.21 3:17:43

From Company :	**Mehta&Modi Reality Suryapet LLP** 5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003 G S T No. :

Supplier Details			
Sri Balaji Enterprises H,no.14-1-418, Near ROCKET Ground,New Aghapura Hyderbad-500001	**Doc No**	83548	194001
	Doc Date	11-12-2021	
	Quote No	Nil	
GSTIN 36AEIPJ0494H1ZF	**Quote Date**	11-12-2021	
9030605690	**SupplyType**	Supply	

Kind Attn : Mr.Seetaram Joshi

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	2419 - Carpentry - other - WPC - NA - rft *3'.5 x7'-5 nos*	87.50	188.00	0.00	18.00	19,411.00
2	2007 - Carpentry - doors - Flush Door - 30mm - other - sft *32"x72"- 5 nos*	80.00	80.00	0.00	18.00	7,552.00
					Total Order Value . . .	**26,963.00**

Rupees : Twenty Six Thousand Nine Hundred Sixty Three Only.

Terms and Conditions :-

Specification / Brand	Section size is 4" 2 1/2, Logs
Payment Terms	After delivery
Tax	Included in the above prices
Delivery Date	With in 4-5 days
Delivery Location	Timmapur. . Phone. .
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 renovation of newsite office and labour quarters, purpose.
Completion Date	Nil
Measurment	Including making charges.
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.'

For *Mehta&Modi Reality Suryapet LLP*

Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions

For *Sri Balaji Enterprises*

Name : ____________

Date : __/__/____

1530

Requisition Form

Company Name:	MEHTA AND MODI REALTY SURYAPET LLP	Date:	09-12-2021
Site & Phase :	Timmapur	Time:	12:10
Supplier		Req. No.	194001
Material required before date:	Urgent	ID No.	71908

No	Description	Size	Quantity	Units	Inward No	Date
1	Door frame with door shutters (flush doors)	6'6"x 2'8"	5	Nos		
2	36"x72"					
3	1) Door frame - 3'x6'	83348				
4	Only.					
5						
6	2) 32"x72" (Door.)					
7						
8						
9						
10						

Remarks: -For renovation of new site office and labour quarters purpose

APPROVED
09 DEC 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE

Prepared By	Thota saikrishna	Approved by	Arjun Mehta
Sign.& Date	09-12-21	Sign. & Date	09.12.2021

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

APPROVED BY
13 DEC 2021
SOHAM MODI
MANAGING DIRECTOR

Company Name:	MEHTA AND MODI REALTY SURYAPET LLP	Date:	
Site & Phase :	Timmapur	Time:	17.00
Supplier		Req. No.	
Material required before date:		ID No.	

No	Description	Size	Quantity	Units	Inward No	Date
1						
2						
3						
4						
5						
6						
7						
8						
9						

Remarks: -For site purpose purpose

Prepared By		Approved by	Arjun mehta
Sign.& Date		Sign. & Date	07.08.2021

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

Purchase Order

Original / Office Copy / Purchase Div.Copy

From Company : **Mehta&Modi Reality Suryapet LLP**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. :

Supplier Details			
Sri Balaji Enterprises H,no.14-1-418, Near ROCKET Ground,New Aghapura Hyderbad-500001	**Doc No**	83548	194001
	Doc Date	11-12-2021	
	Quote No	Nil	
GSTIN 36AEIPJ0494H1ZF	**Quote Date**	11-12-2021	
9030605690	**SupplyType**	Supply	

Kind Attn : Mr.Seetaram Joshi

Purchase Order for the Supply of following Items.

	Item Name	**Qty**	**Rate**	**Dis%**	**GST**	**Amount**
1	2419 - Carpentry - other - WPC - NA - rft *3'.5 x7'-5 nos*	87.50	188.00	0.00	18.00	19,411.00
2	2007 - Carpentry - doors - Flush Door - 30mm - other - sft *32"x72"- 5 nos*	80.00	80.00	0.00	18.00	7,552.00
					Total Order Value . . .	**26,963.00**

Rupees : Twenty Six Thousand Nine Hundred Sixty Three Only.

APPROVED BY
13 DEC 2021
SOHAM MODI
MANAGING DIRECTOR

Terms and Conditions :-

Specification / Brand	Section size is 4" 2 1/2, Logs
Payment Terms	After delivery
Tax	Included in the above prices
Delivery Date	With in 4-5 days
Delivery Location	Timmapur.
	.
	Phone. .
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 renovation of newsite office and labour quarters, purpose.
Completion Date	Nil
Measurment	Including making charges.
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.'

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

For ***Mehta&Modi Reality Suryapet LLP***

Authorised Signatory

Name : ____________________

Accepted the above Terms And Conditions

For ***Sri Balaji Enterprises***

Name : ____________________

Date : __/__/____