PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	15/2/22	Prepared by	T.D. Muniy	Serial no.	2883
Supplier name	Abdul Aziz			HO inward no.	
Firm/Company	MPPL	Project	MA	HO received date	
PO/WO date	9/12/21	PO/WO No.	83416	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	022	16/2/22	1,27,482-00	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	1,27,482-00
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:	1,27,482-00
Amount E – PO / WO value:	1,25,316-00
Amount F – Difference (A – E):	+ 2,166-00
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	21/2/22
Remarks: Estimate and measurement sheet is attached.	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	T.D. Muniy	APPROVED			
Sign:	[signature]	[signature] 15 FEB 2022			
Date	15/2/22				
Approval limit	Upto 20k	Above 20k P. PRABHAKAR Sr. MANAGER PURCHASE	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.

ABDUL AZIZ

TAX INVOICE CASH / CREDIT

Cell : 9908194281
9182242690

ABDUL AZIZ

Supplier & Contractors

Spl. in : Plaster of Paris, False Ceiling, Gypsum Board, Partition Works, Thermacol Ceiling, Armstrong, Border, Flower & All Types of Ceiling Works.

14-1-96/3/B, Allapur, Borabanda, Hyderabad - 500 018. Email : rkdecorators@gmail.com

Seller GST No.: 36AYAPA9482A2ZQ
Pan No. AYAPA9482A
Mode of Transport :
Product Reference No.
State : Telangana, State Code : 36

Invoice No. : 022
Invoice Date :
Date of Supply : 16/02/2022
PO No. & Date : 83416

Details of Receiver / Billed to :
Name : Modi Properties PVT LTD
Address :
Buyer GSTIN 36AABCM4761F1ZM
State Telangana Code 36

Details of Delivery Address :
Name :
Address :
Buyer GSTIN
State Code

S.No.	NAME OF THE PRODUCT	HSN Code	Qty.	Unit Price	Taxable Value
1	Gypsum false ceilling 3rd floor club house	998391	3001	36	~~1,21,482~~ 1,08,036

SUMMIT SALES LLP R.R. DIST. IN WARD No: 91083 Date: 15/2 Sign:

Total Invoice Amount : (Inwords) One lakh twenty Seven thousand four hundred Eighty two only

Total Amount Before Tax	1,08,036
Add CGST @ 9 %	9723.24
Add SGST @ 9 %	9723.24
Add IGST @ %	
Total Amount GST	19,446.48
Total Amount After Tax	1,27,482.48
GST Payable on Reverse Charge	

Goods once sold will not be taken back.
Our responsibility ceases once delivery made.

For **ABDUL AZIZ**

ID: 66908

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

Sl. No. - site bills register	1110	Date - site bills Register	31/01/2022
Company Name:	MPPL	Site:	May Flower Platinum
Name of Contractor	Abdul Aziz		
Nature of work	False Ceiling		
Work done	From Date 15/12/2021	To Date	26/01/2022

Sl. No.	Villa/Flat/block no.	Qty.	Rate	Units	Amount	Contractors bill no
	club house 3rd					
1.	floor false ceiling					
2.						
3.	Plain Ceiling	1741	36/-	Sft	62,676=00	
4.	Vertically	1260	36/-	Rft	45360=00	
5.						
6.	Sub total				1,08,036=00	
7.	GST 18%				19,446=50	
8.						
9.						
10.						
11.	Total:				1,27,482=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.	83416	PO/WO date:	9/12/2021

Remarks :

Approved by Project Manager	Approved by Design Team	Approved by M.D.
Date: 01/02/2022	Date: 04/02/22	Date: 05 FEB 2022
Sign:	Sign: Nagalaxmi	Sign:

APPROVED BY

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:		MPPL							
Project:		May Flower Patinum							
Work Description:		Club House False Ceiling at 3rd floor							
Name of the Contractor		Abdul Aziz Ansari							
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**
	Club House False Ceiling at 3rd floor								
1	Club House 3rd floor	Banquet Hall	42.00	33.00	1.00	1.00	1386	sft	
		Store	8.50	6.58	1.00	1.00	56	sft	
		Pantry	15.00	13.00	1.00	1.00	195	sft	
		Toilet	12.25	8.50	1.00	1.00	104	sft	
									1741
		Verticals	1,260.00	1.00	1.00	1.00	1260	Rft	
									1260

ESTIMATE SHEET						Approved	
Company Name:		MPPL					
Project:		May Flower Patinum					
Work Description:		Club House False Ceiling at 3rd floor					
Name of the Contractor		Abdul Aziz Ansari					
Prepared By		K. Narender Reddy					
Date:		31-01-2022					
S No.	Item Head	Item Description	Quantity	Units	Rate	Amount	Item Head Total
	Club House False Ceiling at 3rd floor						
1	Designer false ceiling	Plain false ceiling	1,741.00	sft	36.00	62,676.00	
		Verticals ceiling	1,260.00	sft	36.00	45,360.00	
							108036
		GST				19,446.48	
		Total					127482
	Amount in words - One Lakh Twenty Seven Thousand Four Hundred and Eighty Two rupees only						

Purchase Order

83416

Page(s) 1 Of 1 10-12-2021 14:09:53 09.12.21 3:16:08

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			
Abdul Aziz #14-1-96/3/B, Allapur, Borabanda, Hyderabad - 500018	**Doc No**	83416	178223
	Doc Date	09-12-2021	
	Quote No	Nil	
GSTIN 36AYAPA9482A2ZQ	**Quote Date**	19-07-2021	
9908194281	**SupplyType**	Supply And Installation	

Kind Attn : Mr. Abdul Aziz

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*	2,950.00	36.00	0.00	18.00	125,316.00
					Total Order Value . . .	**125,316.00**

Rupees : One Lakh(s) Twenty Five Thousand Three Hundred Sixteen 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 3days.
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. 62,658/- 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 3rd 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	'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 *Modi Properties Pvt.Ltd.*

Authorised Signatory

10/12/2021

Name : ____________

Name : ____________

Accepted the above Terms And Conditions

For *Abdul Aziz*

Date : __/__/____

1526

Requisition Form

Company Name:	Modi Properties Pvt Ltd	Date:	07-12-2021
Site & Phase :	May Flower Platinum	Time:	16:45
Supplier	Abdul Aziz	Req.No.	178223
Material required before date:	09-12--2021	ID No.	71886

No	Description	Size	Quantity	Units	Inward No	Date
1	False ceiling		2950	sft		
2						
3						
4						
5					APPROVED BY	
6					09 DEC 2021	
7	83416					
8					SOHAM MODI MANAGING DIRECTOR	
9						
10						

Remarks: towards 3rd floor club house false ceiling work.

Prepared By	K.Narender Reddy	Approved by	S.V.Subba Reddy
Sign.& Date	07-12-2021	Sign. & Date	

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

APPROVED
08 DEC 2021
P. PRABHAKAR
Sr. MANAGER PURCHASE

Estimate/Draft PO

 08-12-2021 14:26:01 Original / Office Copy / Purchase Div.Copy

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			
Abdul Aziz #14-1-96/3/B, Allapur, Borabanda, Hyderabad - 500018	**Doc No**	83416	178223
	Doc Date	08-12-2021	
	Quote No	Nil	
GSTIN 36AYAPA9482A2ZQ	**Quote Date**	19-07-2021	
9908194281	**SupplyType**	Supply And Installation	

Kind Attn : Mr. Abdul Aziz

Estimate/Draft PO for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	6022 - Miscellaneous - False Ceiling - NA - sft *Gypsum False Ceiling - Plain*	2,950.00	36.00	0.00	18.00	125,316.00
			Total Order Value . . .			**125,316.00**

Rupees : One Lakh(s) Twenty Five Thousand Three Hundred Sixteen 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 3days.
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. 62,658/- 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 3rd 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	

T.D. M[illegible]
8/12/21

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

APPROVED BY
09 DEC 2021
SOHAM MODI
MANAGING DIRECTOR

For *Modi Properties Pvt.Ltd.*

Authorised Signatory

Name : ____________________

Accepted the above Terms And Conditions

For *Abdul Aziz*

Name : ____________________

Date : __/__/____